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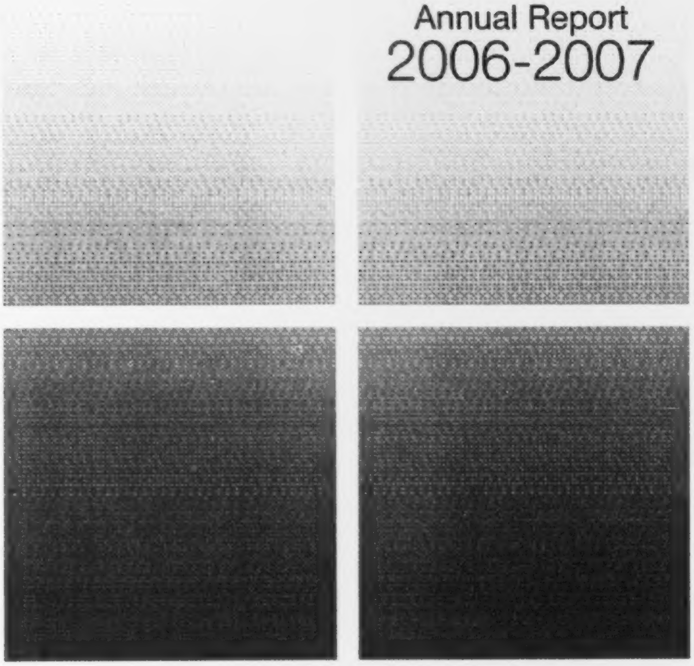
Access to Information Act and *Privacy Act*



Annual Report
2006-2007

KEEPING CANADIANS SAFE

Canada

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Access to Information Act and *Privacy Act*

Annnual Report
2006-2007

Statement by the Minister of Public Safety

Tabling of Public Safety Canada's Portfolio 2006-2007 Annual Report on the Administration of the *Access to Information Act* and the *Privacy Act*

Mr. Speaker, pursuant to Standing Order 32(2), I have the pleasure to table, in both official languages, copies of the Public Safety Portfolio's 2006-2007 Annual Report on the administration of the *Access to Information Act* and the *Privacy Act*.

Section 72 of the *Access to Information Act* and Section 72 of the *Privacy Act* require that the head of every government institution prepare an annual report on the administration of the two Acts. This Annual Report describes how the Portfolio, including Public Safety Canada, administered Access to Information and Privacy responsibilities during fiscal year 2006-2007. The information in this report comes from Public Safety Canada as well as Portfolio agencies.

In total, the Portfolio received 2,797 requests under the *Access to Information Act* as well as 11,191 requests under the *Privacy Act* during the period under review. The three agencies that received the most requests under both Acts were the Correctional Service of Canada, the Royal Canadian Mounted Police and the Canada Border Services Agency as compared to the other members of the Portfolio.

I am pleased to report that the Portfolio is continuing to improve its performance by revising its administrative procedures where required, and by delivering strategic training sessions for staff aimed at addressing specific areas where the need for improvement was identified. The Portfolio's objective is to position itself to achieve ideal compliance under both Acts.

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Preface

The *Access to Information Act* and the *Privacy Act* were proclaimed on July 1, 1983.

The *Access to Information Act* gives all individuals who are present in Canada a broad right of access to information contained in federal government records, subject to certain specific and limited exceptions.

The *Privacy Act* gives individuals the right of access to information about themselves held by the federal government with certain specific and limited exceptions. The Act also protects an individual's privacy by preventing others from accessing his or her personal information, as well as granting individuals basic rights in relation to collection, use and disclosure of personal information.

In accordance with section 72 of the *Access to Information Act* and section 72 of the *Privacy Act*, the head of an institution is required to submit an annual report to Parliament on the institution's administration of the Acts during the fiscal year.

The Minister of Public Safety is head for purposes of access to information and privacy (ATIP) administration for Public Safety Canada, Portfolio agencies and review bodies. This report describes how the Department and Portfolio agencies fulfilled their ATIP responsibilities during fiscal year 2006-2007.

About the Public Safety Portfolio

Public Safety Canada was created in December 2003.
The Public Safety portfolio includes:

- Public Safety Canada (PS)
- Royal Canadian Mounted Police (RCMP)
- Canadian Security Intelligence Service (CSIS)
- Correctional Service Canada (CSC)
- National Parole Board (NPB)
- Canada Border Services Agency (CBSA)
- Office of the Inspector General of CSIS (OIG)
- RCMP External Review Committee (ERC)
- Commission for Public Complaints Against the RCMP (CPC)
- Office of the Correctional Investigator (OCI)

Public Safety Canada provides strategic policy advice to the Minister in areas such as national security, emergency management, border security, policing and national law enforcement. It also delivers a broad range of national emergency preparedness, critical infrastructure protection and community safety programs. Additionally, the Department supports the Minister in all aspects of his mandate, providing national public safety leadership and strategic direction to Portfolio agencies, while respecting the separate accountability of each agency head. Also situated within the Department is the Office of the Inspector General of CSIS, which does internal audits of CSIS's compliance with the law, ministerial direction and operational policy. www.ps-sp.gc.ca

The **Royal Canadian Mounted Police** enforces Canadian federal laws, prevents crime and maintains peace, order and security. This includes the following responsibilities: to prevent, deter and disrupt threats to national security; to prevent, detect and investigate offences against federal statutes; to maintain law and order and prevent, detect and investigate crime in provinces, territories and municipalities where the RCMP has a policing contract; to provide investigative and protective services to other federal departments and agencies; to reduce gun violence; and, to provide Canadian and international law enforcement agencies with specialized police training and research, forensic laboratory services, identification services and informatics technology. Responsibility for the *Firearms Act* and regulations has been transferred to the RCMP from the former Canada Firearms Centre. www.rcmp-grc.gc.ca

The **Canadian Security Intelligence Service** plays a leading role in protecting the national security interests of Canada by investigating and reporting on threats to the security of Canada. Guided by the rule of law and the protection of human rights, CSIS works within Canada's integrated national security framework to provide advice to the Government of Canada on these threats. www.csis-scrs.gc.ca

The **Correctional Service Canada** contributes to public safety by administering court-imposed sentences for offenders sentenced to two years or more. This involves managing institutions (penitentiaries) of various security levels and supervising offenders on different forms of conditional release, while assisting them to become law-abiding citizens. CSC also administers post-sentence supervision of offenders with Long Term Supervision Orders (LTSOs) for up to 10 years. www.csc-scc.gc.ca

The **National Parole Board** is an independent, quasi-judicial, decision-making body that has exclusive jurisdiction and absolute discretion to grant, deny, cancel, terminate or revoke parole. The Board's mission is to contribute to the protection of society by facilitating the timely reintegration of offenders into society as law-abiding citizens. The Board also makes conditional release decisions for offenders in provincial institutions for provinces without their own parole board. www.npb-cnlc.gc.ca

The **Canada Border Services Agency** provides integrated border services that balance security with facilitation of legitimate travel and trade. It is responsible for: administering legislation that governs the admissibility of people and goods into and out of Canada; detaining and removing those people who may pose a threat to Canada, including those involved in war crimes or crimes against humanity; promoting Canadian business and economic benefits by administering trade legislation and agreements, including collecting any applicable duties and taxes and applying trade remedies that help protect Canadian industry. www.cbsa-asfc.gc.ca

The **Royal Canadian Mounted Police External Review Committee** is an independent and impartial agency that aims to promote fair and equitable labour relations within the RCMP in accordance with applicable principles of law. To this end, the Committee conducts an independent review of appeals in disciplinary, discharge and demotion matters, as well as certain categories of grievances, in accordance with the *RCMP Act*. www.erc-cee.gc.ca

The **Commission for Public Complaints against the Royal Canadian Mounted Police** receives and reviews public complaints regarding the conduct of members of the RCMP in an open, independent and objective manner. The Commission informs the public of its mandate and services, reviews and investigates complaints concerning the conduct of RCMP members, holds public hearings, prepares reports (including findings and recommendations), and conducts research and policy development to improve the public complaints process. www.cpc-cpp.gc.ca

The **Office of the Correctional Investigator** is mandated by legislation to act as the Ombudsman for federal corrections. Its main function is to conduct independent, thorough and timely investigations regarding decisions, recommendations, acts or omissions of the Correctional Service of Canada that affect offenders, either individually or as a group. It may initiate an investigation upon receipt of a complaint by or on behalf of an offender, at the request of the Minister of Public Safety, or on its own initiative. www.oci-bec.gc.ca

Public Safety Canada

Access to Information for 2006-2007

Introduction

Public Safety Canada was created in 2003 to provide strategic policy advice in areas such as national security, emergency management, border security, policing and law enforcement. It also delivers related programming and supports the Minister of Public Safety through the provision of public safety leadership and strategic direction to portfolio agencies.

The Department receives requests under the *Access to Information Act* as well as access-related consultations from other departments, which are processed by the ATIP Unit.

During the course of the year, the Department received a total of 229 requests under the *Access to Information Act*. This represents an increase of 33% compared to the previous year.

Consultations, which comprise a significant portion of the workload, are routinely received from other government institutions. During this year, the Department received 182 consultations pursuant to the *Access to Information Act* and six pursuant to the *Privacy Act*. The Department also initiates consultations with other government institutions during its processing of formal ATIP requests. These consultations accounted for 91% of the extensions of the statutory time limit sought by the Department for responding to requests.

With increased public interest in security matters, crime prevention, and border issues, there has been a sharp increase in access to information (ATI) requests. Since the Department's inception, the total number of ATI requests received by Public Safety Canada has nearly doubled. As stated above, two hundred and twenty-nine (229) requests were received in this fiscal year, while only one hundred and twenty-two (122) requests were received during fiscal year 2002-2003. This represents an increase of 47%. The growing number of requests, coupled with additional consultations with, and from, portfolio partners and other stakeholders, created many challenges for the Department to meet its obligations with respect to the *Access to Information Act*.

In 2006, the Information Commissioner issued a failing grade to the Department. In order to address the Information Commissioner's recommendations, the Department has taken numerous steps to deal with the key issues identified in his Annual Report.

The Department completed a review of its current operational processes and has since implemented a simplified processing model, resulting in greater efficiencies within the ATIP Unit. The Department also drafted an ATI Office Manual, as well as implemented an Operational Improvement Plan.

Moreover, the Department conducted a number of ATI training sessions in order to raise employee awareness about their responsibility in meeting their legal ATIP obligations. Since January 2006, 420 Public Safety Canada employees, representing more than half the Department's staff, have received ATI training. More in-depth sessions, intended to expand employees' level of knowledge regarding the most commonly applied exemptions and exclusions, are scheduled for the fall and winter.

The Department has identified strategies to help in achieving a "B" grade by the end of March 2008, while it's ultimate goal is to achieve ideal compliance and obtain an "A" grade.

ATIP responsibilities

The Access to Information and Privacy (ATIP) Unit is part of Public Safety Canada's Executive Services Unit. It is comprised of the Coordinator, manager, three analysts and two administrative officers. The Director, Executive Services, is the Department's ATIP Coordinator.

The Department processes ATIP requests according to the following procedures:

- The branches concerned are tasked with searching for relevant documents, including a search in files held in the records office, and must provide any relevant records to the ATIP unit within 10 days.
- The branches conduct an initial review of the documents to identify possible exemptions and/or exclusions and also identify possible consultations.
- The branches provide copies of any relevant documents to the ATIP Unit, which organizes them into a review file.
- The ATIP Unit assesses the review file generally to determine the need for interdepartmental or other consultations, to identify Cabinet documents, and to undertake the initial application of the legislation's exemption provisions.
- External consultations are undertaken with other departments and third parties as required.
- Once all consulted documents are returned, the file is reviewed by the ATIP unit and all recommendations for exemptions are sent for final approval.
- Following approval, the requested records are provided to the applicant.

The ATIP Unit administers the Access to Information and Privacy Acts by:

- creating access request files and tracking requests using ATIP Flow software;
- assessing fees and costs;
- sending statutory notices to applicants, third parties, and the Information and Privacy Commissioners;
- initiating consultations;
- preparing statistical management reports;
- providing advice on interpretation/application of the legislations and jurisprudence;
- developing and scheduling of training;
- negotiating the resolution of formal complaints;
- advising applicants, third parties and complainants of their rights and obligations under the legislation;
- promoting the application of the *Access to Information Act* and the *Privacy Act*; and
- preparing the Department's annual report on the administration of the *Acts*.

Administration of the *Access to Information Act*

Delegation Order

The powers, duties and responsibilities associated with the granting of access, as well as the administration of the *Access to Information Act* and the *Privacy Act*, are delegated to the ATIP Coordinator. The approval of exemptions, however, remains with the Deputy Minister, the Associate Deputy Minister, the Senior Assistant Deputy Minister and all Assistant Deputy Ministers.

*Please refer to Annex A for a detailed delegation.

Statistical report

The Department received 229 requests under the *Access to Information Act* during fiscal year 2006-2007. Fifty-six requests were carried forward from the previous fiscal year, for a total of 285 requests; 214 of these were completed during this reporting year. The remaining requests will be carried over to 2007-2008. (*Please refer to the appendix for a complete statistical report.)

Decisions made for requests during 2006-2007:

All disclosed	32
Disclosed in part	97
Nothing disclosed (excluded)	1
All exempted	4
Unable to process	69
Abandoned	9
Transferred	2
Total	**214**

For the 2006-2007 fiscal year, 61% of the requests received originated from the media, while 17% were received from the public. The Department invoked a total of 116 extensions. Of these, 105 extensions were required in order to undertake consultations with other federal government institutions; 9 were required to search for relevant records; and 2 were required to consult with third parties.

Source of requests	Number	Percentage
Media	141	61
Academia	6	3
Business	15	6
Organizations	29	13
Public	38	17
Total	**229**	**100**

Training

The departmental training plan consists of ATIP sessions, sponsored by the ATIP Unit. Departmental ATIP staff acquires ongoing training through on the job work experience, coaching and mentoring, conferences, Treasury Board Secretariat training sessions, the Canada School of Public Service and the Information Access and Protection of Privacy Certification Program offered by the University of Alberta.

Public reading room

Public Safety Canada's public reading room is located on the ground floor of the Sir Wilfrid Laurier Building, 340 Laurier Avenue West, Ottawa and is open from 10:00 a.m. to 3:00 p.m., Monday to Friday. As required by subsection 71(1) of the *Access to Information Act*, it provides access to a wide range of administrative and operational policy manuals used by employees in administering government programs or activities that affect the public.
The public reading room also maintains a supply of the Department's publications covering various aspects of the criminal justice system in Canada.

Records previously disclosed under the *Access to Information Act* by the Department's ATIP Unit are available in the reading room. Copies of previously released records are available to the public; only photocopying costs apply when individuals want to obtain copies.

Formal/informal interface

Whenever possible, information is provided informally by the Department without having requesters resort to the formal procedures of the Act. For example, the Communications Directorate responds to many media and other requests for information. Additionally, the Department website is a source of information (www.ps-sp.gc.ca).

Investigations

Forty-five complaints were filed with the Information Commissioner this year. The investigations of eight of the complaints received were completed during the reporting period. The Information Commissioner's findings with respect to the complaints are as follows:

Complaints received in 2006-2007	
Resolved	7
On-going	37
Discontinued	1
Total	45

Reasons for complaints 2006–2007

	Refusal	Delay	Time extension	Fees	Denial of Access	Miscellaneous	Total
Total	0	14	23	2	2	4	45

Appeals to the Court

There have been no Appeals to the Courts for fiscal year 2006–2007.

Privacy reporting for 2006–2007

Introduction

In addition to administering the Access to Information Act, the ATIP unit also administers the *Privacy Act* and conducts Privacy Impact Assessments and Preliminary Privacy Impact Assessments.

During the course of the year, the Department received a total of 11 requests under the *Privacy Act*, which is the same number received last year.

Administration of the *Privacy Act*

Delegation Order

The powers, duties and responsibilities associated with the granting of access, as well as the administration of the *Access to Information Act* and the *Privacy Act*, are delegated to the Coordinator. The approval of exemptions, however, remains with the Deputy Minister, the Associate Deputy Minister, the Senior Assistant Deputy Minister and the four Assistant Deputy Ministers.

*Please refer to appendix A for a detailed delegation.

Statistical report

Out of the 11 requests that were received under the *Privacy Act*, there were no outstanding requests from the previous fiscal period. Nine of the 11 requests were completed during the reporting period and two were carried over (* Please refer to Annex B for a complete statistical report.)

Last year, the Department received 11 requests under the *Privacy Act*, with six outstanding from the previous year. All of the 17 requests were completed during the reporting period.

Decisions made for requests during 2006-2007:

All disclosed	1
Disclosed in part	3
Unable to process	5
Abandoned	0
Total	9

Five requests were processed within 30 days, two within 31-60 days, one within 61-120 days and one request over 121 days.

Formal/informal interface

No informal requests were processed by the ATIP Unit. It remains departmental policy that, generally, employees may have access to their own personnel files without having to apply formally under the Act.

Complaints

There was one Privacy complaint filed with the Privacy Commissioner during the reporting period. Investigation of this complaint was unsuccessful and the complaint was deemed "not well-founded." There were no Appeals to the Courts filed for the fiscal year 2006–2007.

Privacy Impact Assessment (PIA) / Preliminary Privacy Impact Assessment (PPIA)

The Department has initiated four PIAs and one PPIA during the reporting period.

PIAs 2006-2007			PPIAs 2006-2007		
Initiated	Completed	Forwarded to the OPC	Initiated	Completed	Forwarded to the OPC
4	2	2	1	0	0

Type of disclosure made pursuant to Subsection 8(2)(a) to 8(2)(m) of the Privacy Act

All disclosures are made pursuant to Subsection 8(2)(a) to 8(2)(m) of the Privacy Act.

Data matching / sharing activities

No data matching and sharing activities were undertaken during this reporting period.

Royal Canadian Mounted Police

Access to Information reporting for 2006-2007

Introduction

The Royal Canadian Mounted Police (RCMP) established the Access to Information and Privacy Branch in 1983 to act as the central contact point for matters arising from the Access to Information and Privacy Acts. The Branch processes all formal access requests, and develops and monitors policies and procedures within the RCMP.

Requests for access are processed as follows:

- requests are examined to identify relevant records;
- record searches are conducted;
- relevant records are analyzed;
- exemptions/exclusions are applied when protection is deemed necessary and records are prepared for release;
- requesters are advised of their right to examine records to reduce fees; and
- the records are given to the requester and his/her rights are explained in writing.

A processing log is kept of all actions taken by staff, indicating the date the request is received, the time taken to process the request and the completion date.

Consultation with other federal government institutions takes place when their information is contained in RCMP records. The RCMP normally follows departments' recommendations as to disclosure of their information. The Legal Services Directorate is consulted regularly on contentious issues and affidavits for Federal Court cases.

The RCMP received 911 Access to Information requests during the 2006-2007 fiscal year and responded to a total of 1168 requests during this reporting period.

ATIP responsibilities

The Branch consists of six Sections: the Policy and Program Services Section, three Disclosures Sections, the Disclosure Processing Section and the Planning and Administrative Services Section. All resources are committed full-time to the administration of the legislation. The majority of positions require experienced police officers, from a variety of enforcement programs, trained as ATIP analysts. This ensures that sensitive law enforcement information is properly protected, reduces the need for time-consuming consultations with program managers concerning ATIP requests and, in turn, preserves credibility with the law enforcement community, international agencies, and other federal departments and information sources.

Administration of the *Access to Information Act*

Delegation Order

The Officer in Charge is the departmental Privacy and Access to Information Coordinator, whose powers include full authority to administer the legislation and sign exemptions and releases.

The Delegation Order is attached as Annex A.

Statistical report

The Access to Information statistical report for the 2006-2007 fiscal year is attached as Annex B.

Summary of changes

Major changes – Office of the Information Commissioner

The Office of the Departmental Privacy and Access to Information Coordinator implemented a special unit to address all outstanding requests as identified by the Office of the Information Commissioner. We are pleased to report we have been successful in processing these outstanding requests.

Training

A total of 24 presentations were made with 968 participants.

Complaints

The RCMP received 82 complaints under the *Access to Information Act* during this fiscal year with 147 complaints carried forward from the previous year. We concluded 128 complaints this fiscal year, with 101 complaints carried forward to the next fiscal year.

Complaints 2006-2007	
Resolved	128
On-going	101
Abandoned	
Total	229

Reasons for complaints 2006-2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
Total	26	97	1	1	0	3	128

Appeals to the Courts

Two cases have been submitted to the Federal Court.

Appeals to the Courts – Access to Information Commissioner 2006 - 2007							
Actioned by OIC				Actioned by Applicants			
In progress	Resolved	Abandoned	Total	In progress	Resolved	Abandoned	Total
0	0	0	0	2	0	0	0
Total of complaints actioned by OIC + total of complaints actioned by applicants						Grand total	2

Privacy reporting for 2006-2007

Introduction

The Royal Canadian Mounted Police (RCMP) established the Access to Information and Privacy Branch in 1983 to act as the central contact point for matters arising from the Access to Information and Privacy Acts. The Branch processes all formal access requests, and develops and monitors policies and procedures within the RCMP.

Requests for access are processed as follows:

- requests are examined to identify relevant records;
- record searches are conducted;
- relevant records are analyzed;
- exemptions/exclusions are applied when protection is deemed necessary and records are prepared for release;
- requesters are advised of their right to examine records to reduce fees; and
- the records are given to the requester and his/her rights are explained in writing.

A processing log is kept of all actions taken by staff, indicating the date the request is received, the time taken to process the request and the completion date.

Consultation with other federal government institutions takes place when their information is contained in RCMP records. The RCMP normally follows departments' recommendations as to disclosure of their information. The Legal Services Directorate is consulted regularly on contentious issues and affidavits for Federal Court cases.

The RCMP received 1969 *Privacy Act* requests during the 2006-2007 fiscal year and responded to a total of 2289 during this reporting period.

Privacy responsibilities

The Branch consists of six Sections: the Policy and Program Services Section, three Disclosures Sections, the Disclosure Processing Section and the Planning and Administrative Services Section. All resources are committed full-time to the administration of the legislation. The majority of positions require experienced police officers, from a variety of enforcement programs, trained as ATIP analysts. This ensures that sensitive law enforcement information is properly protected, reduces the need for time-consuming consultations with program managers concerning ATIP requests and, in turn, preserves credibility with the law enforcement community, international agencies, and other federal departments and information sources.

Administration of the *Privacy Act*

Delegation Order

The Officer in Charge is the departmental Privacy and Access to Information Coordinator, whose powers include full authority to administer the legislation and sign exemptions and releases.

The Delegation Order is attached as Annex A.

Statistical report

The Privacy Act statistical report for the 2006-2007 fiscal year is attached as Annex B.

Training

A total of 24 presentations were made with 968 participants.

Privacy Impact Assessments (PIAs) and Preliminary Privacy Impact Assessments (PPIAs)

The RCMP have the following to report:

- number of PIAs initiated: 10
- number of PPIAs initiated: 0
- number of PIA summaries posted on institutional websites: 0
- number of PIAs forwarded to the Privacy Commissioner: 0

PIAs 2006-2007			PPIAs 2006-2007		
Initiated	Completed	Forwarded to the OPC	Initiated	Completed	Forwarded to the OPC
10	0	0	0	0	0

Type of disclosures made pursuant to Subsections 8(2)(a) to 8(2)(m) of the Privacy Act

Two disclosures were made pursuant to subsection 8(2)(m) of the Privacy Act during this fiscal year. There were no other types of 8(2) disclosures made during 2006-2007.

Data matching / sharing activities

No data matching and sharing activities were undertaken during this reporting period.

Complaints

The RCMP received 154 complaints under the *Privacy Act* during this fiscal year with 97 complaints carried forward from the previous year. We concluded 176 complaints this fiscal year, with 75 complaints carried forward to the next fiscal year.

Complaints 2006-2007	
Resolved	175
On-going	75
Abandoned	1
Total	251

Reasons for complaints 2006-2007							
	Refusal	Delay	Time extension	Improper retention/disclosure	Application of exemption	Miscellaneous	Grand total
Total	28	126	1	6	0	14	175

Appeals to the Court

Four cases have been submitted to the Federal Court.

Appeals to the Courts – Privacy Commissioner 2006-2007							
Actioned by OPC				Actioned by applicants			
In progress	Resolved	Abandoned	Total	In progress	Resolved	Abandoned	Total
0	0	0	0	4	0	0	4
Total of complaints actioned by OPC + total of complaints actioned by applicants						Grand total	4

a) Canadian Firearm Centre - RCMP

Access to Information reporting for 2006-2007

Introduction

The Canada Firearms Centre (CAFC) is responsible for the overall administration of the Firearms Program, which includes the licensing of firearm owners, the registration of firearms and other measures related to safe and responsible firearms use and firearms controls. Some of these responsibilities are shared with provincial officials, i.e., provincially appointed Chief Firearms Officers (CFO). The CAFC is composed of its Headquarters and Canadian Firearms Registry Operations Offices in Ottawa, Ontario, a call centre and application-processing site in Miramichi, New Brunswick and five regional CFO offices. The office of the Chief Firearms Officer (CFO) for Newfoundland and Labrador is located in St. John's, Newfoundland, the office of the CFO for British Columbia and Yukon is in Surrey, BC, the office of the CFO for Alberta and Northwest Territories is located in Edmonton, Alberta, the office of the CFO for Saskatchewan is situated in Regina, SK and the office of the CFO for Manitoba and Nunavut is located in Winnipeg, Manitoba.

The CAFC is now the responsibility of the Royal Canadian Mounted Police. We are currently working on the integration of all statistical reporting processes. Due to the fact the integration is not complete and that the two Access to Information and Privacy offices are working on two separate file management systems, the RCMP has filed separate reports for the 2006-2007 fiscal year. However, for the 2007-2008 fiscal year, the RCMP will be submitting only one report which will incorporate statistical date from both offices.

The CAFC received 50 *Access to Information Act* requests during the 2006 – 2007 fiscal year and responded to a total of 49 requests during the reporting period 8 of which had been carried forward from the previous fiscal year and 9 were carried forward to be processed during the 2007-2008 fiscal year.

ATIP responsibilities

The Access to Information and Privacy Office operated with a total of three employees, all of whom administered both the *Access to Information Act* and the *Privacy Act* and related functions on a full-time basis. Moreover, officials from all areas of CAFC were directly involved in the application of both Acts in making recommendations concerning the disposition of requests and ensuring compliance with the Acts.

Administration of the Access To Information Act

Delegation Order

The Delegation Order from the RCMP is also used for the Canada Firearms Centre. Please refer to the RCMP Delegation Order.

Statistical report

Please see attached statistical report.

Summary of changes

Summary of operational, policy and procedural changes

The Canada Firearms Centre Access to Information and Privacy section came under the control of the departmental Privacy and Access to Information Coordinator of the Royal Canadian Mounted Police on May 17, 2006.

Access to Information Act

Since 17 May 2006 to the end of March 2007, all Access to Information and Privacy final responses have been signed by the departmental Privacy and Access to Information Coordinator of the Royal Canadian Mounted Police.

Complaints

The Canada Firearms Centre received three complaints under the *Access to Information Act* during the 2006-2007 fiscal year and closed 13 complaints including two received during the 2006-2007 fiscal year and 11 carried over from previous years. One complaint was carried forward to be completed during the 2007-2008 fiscal year.

Complaints 2006-2007	
Resolved	11
On-going	1
Abandoned	2
Total	14

Reasons for complaints 2006-2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
Total	1	0	0	2	4	7	14

Thirteen investigations were completed. Eight complaints were resolved to the satisfaction of the Information Commissioner, three complaints were not substantiated and two complaints were discontinued. Two of these completed investigations dealt with complaints that were lodged during the 2006–2007 fiscal year, seven dealt with complaints that were lodged during the 2005–2006 fiscal year and four dealt with complaints that were lodged during the 2004–2005 fiscal year.

Privacy reporting for 2006-2007

Introduction

The Canada Firearms Centre (CAFC) is responsible for the overall administration of the Firearms Program, which includes the licensing of firearm owners, the registration of firearms and other measures related to safe and responsible firearms use and firearms controls. Some of these responsibilities are shared with provincial officials, i.e., provincially appointed Chief Firearms Officers (CFO). The CAFC is composed of its Headquarters and Canadian Firearms Registry Operations Offices in Ottawa, Ontario, a call centre and application-processing site in Miramichi, New Brunswick and five regional CFO offices. The office of the Chief Firearms Officer (CFO) for Newfoundland and Labrador is located in St. John's, Newfoundland, the office of the CFO for British Columbia and Yukon is in Surrey, BC, the office of the CFO for Alberta and Northwest Territories is located in Edmonton, Alberta, the office of the CFO for Saskatchewan is situated in Regina, SK and the office of the CFO for Manitoba and Nunavut is located in Winnipeg, Manitoba.

The CAFC is now the responsibility of the Royal Canadian Mounted Police. We are currently working on the integration of all statistical reporting processes. Due to the fact the integration is not complete and that the two Access to Information and Privacy offices are working on two separate file management systems, the RCMP has filed separate reports for the 2006-2007 fiscal year. However, for the 2007-2008 fiscal year, the RCMP will be submitting only one report which will incorporate statistical date from both offices.

The CAFC received 207 Privacy requests during the 2006 – 2007 fiscal year and responded to a total of 211 requests during the reporting period some of which had been carried forward from the previous fiscal year. The majority of these requests were for complete copies of individual's records held by the Canada Firearms Centre.

Privacy responsibilities

The Access to Information and Privacy Office operated with a total of three employees, all of whom administered both the *Access to Information Act* and the *Privacy Act* and related functions on a full-time basis. Moreover, officials from all areas of CAFC were directly involved in the application of both Acts in making recommendations concerning the disposition of requests and ensuring compliance with the Acts.

Administration of the Privacy Act

Delegation Order

The Delegation Order from the RCMP is also used for the Canada Firearms Centre. Please refer to the RCMP Delegation Order.

Statistical report

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Summary of changes

Summary of operational, policy and procedural changes

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Privacy Act

Since 17 May 2006 to the end of March 2007, all Access to Information and Privacy final responses have been signed by the departmental Privacy and Access to Information Coordinator of the Royal Canadian Mounted Police.

Privacy Impact Assessments (PIAs) Preliminary Privacy Impact Assessments (PPIAs)

Number of PIAs and Preliminary Privacy Impact Assessments (PPIAs) initiated

The Canada Firearms Centre initiated no PIAs during the reporting period.

- Number of PIAs and PPIAs completed

No PIAs were completed during the period under review.

- Number of PIAs and PPIAs forwarded to the Office of the Privacy Commissioner

The Canada Firearms Centre did not submit any PIAs to the Office of the Privacy Commissioner during the reporting period.

Type of disclosures made pursuant to Subsections 8(2)(a) to 8(2)(m) of the Privacy Act

During this reporting period, there were no disclosures made pursuant to subsections 8(2)(a) to 8(2)(m) of the Act.

Data matching / sharing activities

There was no new data matching or sharing activities undertaken during the reporting period.

Complaints

The Canada Firearms Centre received six Privacy complaints during the 2006–2007 fiscal year. Two of these complaints were closed during the reporting period and both were found to be unsubstantiated following investigation by the Office of the Privacy Commissioner.

Complaints 2006-2007	
Resolved	2
On-going	4
Abandoned	0
Total	6

Reasons for complaints 2006-2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
Total	0	4	1	0	1	0	6

Two investigations were completed during the 2006-2007 fiscal year by the Office of the Privacy Commissioner. Both of these completed investigations dealt with complaints that were lodged during the 2006–2007 fiscal year and both were found to be not substantiated.

Canadian Security Intelligence Service

Access to Information Reporting for 2006-2007

Introduction

The Director, under the direction of the Minister, has the control and management of CSIS and all matters connected therewith. The Assistant Director Secretariat has the responsibility to support the activities of the Director and senior management. The Deputy Director Operations has overall responsibility for the management of Service operations including the regional offices. The Assistant Director Intelligence reports to the Deputy Director Operations regarding the Intelligence Assessments, Security Screening, Scientific and Technical Services, and Human Sources and Operational Support Branches as well as the Integrated Threat Assessment Centre. The Assistant Director Operations also reports to the Deputy Director Operations regarding the International Terrorism, Middle East and Africa, Asia/Europe & Americas, and International Region Branches. The Assistant Director Human Resources has overall responsibility for the human resources programs and the Internal Security Branch. The Assistant Director Administration and Finance has general responsibility for the Facilities and Material Management Branches as well as the Information Management Branch and the Comptroller's office.

ATIP responsibilities

The Access to Information and Privacy (ATIP) Section is part of the Director's Secretariat.

The ATIP Section contained 13 positions during 2006-2007, however these were not fully staffed throughout the reporting period. The Section comprises an ATIP Coordinator; Deputy Chief, Special Projects; three supervisors; seven information analysts, and one clerk. All staff members in the Section are fully dedicated to the administration of the ATIP program within the Canadian Security Intelligence Service. The CSIS Legal Services Branch provides legal advice as required.

All actions relating to the processing of a request are documented on file and in the request tracking software. The Department processes ATIP requests according to the following procedures:

- A complete request is logged into the ATIPFlow database.
- A records search is then conducted.
- All relevant records are scanned into a separate database and reviewed under the provisions of the *Act*; information is withheld under the *Act*'s protective provisions only if disclosure would be harmful.
- The information is released to the applicant, together with any notification of rights prescribed by the *Act*.
- The ATIP Coordinator of another government institution is consulted whenever information relevant to a request requires that institution's review. The consultation is initiated as soon as possible to help meet the legislated time frame for processing access requests.

Administration of the *Access to Information Act*

Delegation Order

The primary role of the ATIP Coordinator is to ensure that CSIS complies with the requirements of the ATIP legislation, including the protection of individuals' privacy and the protection of national security assets. This manager has the delegated authority to invoke any of the exemption provisions provided in the *Act*, except the provision respecting federal-provincial affairs. The Director and the Assistant Director, Secretariat have also been delegated the authority by the Minister to invoke exemptions, including the federal-provincial affairs provision.

Statistical Report

CSIS received 105 requests under the *Access to Information Act*. This included 22 requests that were carried over from 2005-2006. The disposition of requests completed is as follows:

All disclosed	2
Disclosed in part	56
Excluded	0
Exempt	10
Transferred	11
Unable to process	24
Abandoned	2
Treated informally	0
Total	105

Please refer to Annex B for a complete statistical report.

Included in the "unable to process" category are 18 requests for which relevant information did not exist and six where it was necessary to invoke 10(2) of the *Access to Information Act*, which permits an institution to neither confirm nor deny the existence of records.

Thirteen extensions were required to consult with other institutions, and 22 were required for searches of large numbers of records.

Fee-waiver requests are considered in accordance with 11(6) of the *Act* and Treasury Board Policy and Guidelines. Fees under $25 are waived; fees over $25 are waived only under exceptional circumstances. The rationale for waivers is based on the degree to which public benefit derives from the disclosure of information. The Service waived fees in the amount of $961.90. Waivers relate to fees of $25 or less.

Application fees in the amount of $525.00 were collected.

The 105 requests received by CSIS can be broken down into the following categories:

Source of requests	Number	Percentage
Media	62	60
Business	4	3
Public	39	37
Total	105	100

Conversely, CSIS received consultations from other government institutions. In 2006-2007, there were 280 consultations completed under the *Access to Information Act*.

The time taken to process consultations represents approximately 50 % of the workload.

Training

Training was acquired through government-sponsored workshops and ATIP-related conferences. It was also acquired through on-the-job experience, and by analysing the impact on CSIS of Federal Court decisions on ATIP cases.

Sessions on the ATIP legislation are given at general and specialized courses within CSIS. A number of briefing sessions were provided to senior management throughout the year. As well, lectures were given to Intelligence Officer entry classes; to the Investigators' course; to security screening employees; and to new employees.

Complaints

The ATIP Section assists the Information Commissioner and his staff in their investigation of complaints lodged against CSIS.

Six complaints were filed with the Information Commissioner. The Commissioner completed the investigation of three complaints during the reporting period resulting in no key issues being raised by the Commissioner.

Complaints 2006 - 2007	
Resolved	2
On-going	4
Abandoned	0
Total	6

Reasons for complaints 2006 - 2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
	4	0	0	0	0	2	6
Total	4	0	0	0	0	2	6

In relation to information concerning the CSIS budget, the Service will continue to look at the requests on a case-by-case basis, as suggested by the Information Commissioner, instead of following the general principle of non-disclosure.

Appeals to the Court

There are no outstanding court cases involving the Service.

Privacy Reporting for 2006-2007

Introduction

The Director, under the direction of the Minister, has the control and management of CSIS and all matters connected therewith. The Assistant Director Secretariat has the responsibility to support the activities of the Director and senior management. The Deputy Director Operations has overall responsibility for the management of Service operations including the regional offices. The Assistant Director Intelligence reports to the Deputy Director Operations regarding the Intelligence Assessments, Security Screening, Scientific and Technical Services, and Human Sources and Operational Support Branches as well as the Integrated Threat Assessment Centre. The Assistant Director Operations also reports to the Deputy Director Operations regarding the International Terrorism, Middle East and Africa, Asia/Europe & Americas, and International Region Branches. The Assistant Director Human Resources has overall responsibility for the human resources programs and the Internal Security Branch. The Assistant Director Administration and Finance has general responsibility for the Facilities and Material Management Branches as well as the Information Management Branch and the Comptroller's office.

Privacy responsibilities

The Access to Information and Privacy (ATIP) Section is part of the Director's Secretariat.

The ATIP Section contained 13 positions during 2006-2007, however these were not fully staffed throughout the reporting period. The Section comprises an ATIP Coordinator; Deputy Chief, Special Projects; three supervisors; seven information analysts, and one clerk. All staff members in the Section are fully dedicated to the administration of the ATIP program within the Canadian Security Intelligence Service. The CSIS Legal Services Branch provides legal advice as required.

All actions relating to the processing of a request are documented on file and in the request tracking software. The Department processes ATIP requests according to the following procedures:

- A complete request is logged into the ATIPFlow database.
- A records search is then conducted.
- All relevant records are scanned into a separate database and reviewed under the provisions of the *Act*; information is withheld under the *Act*'s protective provisions only if disclosure would be harmful.
- The information is released to the applicant, together with any notification of rights prescribed by the *Act*.
- The ATIP Coordinator of another government institution is consulted whenever information relevant to a request requires that institution's review. The consultation is initiated as soon as possible to help meet the legislated time frame for processing access requests.

Administration of the *Privacy Act*

Delegation order

The primary role of the ATIP Coordinator is to ensure that CSIS complies with the requirements of the ATIP legislation, including the protection of individuals' privacy and the protection of national security assets. This manager has the delegated authority to invoke any of the exemption provisions provided in the *Act*, except the provision respecting federal-provincial affairs. The Director and the Assistant Director, Secretariat have also been delegated the authority by the Minister to invoke exemptions, including the federal-provincial affairs provision.

Statistical Report

CSIS processed 295 requests under the *Privacy Act*, of which 28 were carried over from 2005-2006. The disposition of the 267 completed requests is as follows:

All disclosed	1
Disclosed in part	73
Excluded	0
Exempt	42
Unable to process	151
Abandoned	0
Treated informally	0
Total	267

Please refer to Annex B for a complete statistical report.

Included in the "unable to process" category are 131 requests for which the relevant information did not exist, and 15 requests where it was necessary to invoke 16(2) of the *Privacy Act* (permitting an institution to neither confirm nor deny the existence of requested records). Included in the "exempt" category are 32 requests made for records in the CSIS exempt bank; "exempt" personal information banks are so designated by the Governor in Council, and usually contain sensitive national security or law enforcement records.

Extensions were required to complete the processing of 19 requests.

Conversely, CSIS receives consultations from other government institutions. In 2006-2007, there were 77 consultations completed under the *Privacy Act*.

The time taken to process consultations represents approximately 50 per cent of the workload.

Training

Training was acquired through government-sponsored workshops and ATIP-related conferences. It was also acquired through on-the-job experience, and by analysing the impact on CSIS of Federal Court decisions on ATIP cases.

Sessions on the ATIP legislation are given at general and specialized courses within CSIS. A number of briefing sessions were provided to senior management throughout the year. As well, lectures were given to Intelligence Officer-entry classes; to the Investigators' course; to security screening employees; and to new employees.

Privacy Impact Assessments (PIAs) and Preliminary Impact Assessments (PPIAs)

The Service conducted two PIAs during the period under review. No PPIAs were conducted.

Type of disclosure made pursuant to Subsection 8(2)(a) to 8(2)(m) of the *Privacy Act*

Disclosure of CSIS Operational information is made pursuant to section 19(2) of the *CSIS Act*. All other disclosures were made pursuant to 8(2)(a) or (d) of the *Privacy Act*.

Data Matching/Sharing Activities

For operational reasons, the Service is not in a position to publicly discuss data matching/sharing activities.

Complaints

The ATIP Section assists the Privacy Commissioner and her staff in their investigation of complaints lodged against CSIS.

Nine complaints were received during the reporting period resulting in no key issues being raised.

Complaints 2006 - 2007	
Resolved	1
On-going	8
Abandoned	0
Total	9

Reasons for complaints 2006 - 2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
	8	0	0	0	1	0	9
Total	8	0	0	0	1	0	9

Appeals to the Court

There are no outstanding court cases involving the Service.

Correctional Service of Canada

Access to Information Reporting for 2006-2007

Introduction

The ATIP Division is the focal point for the application of the *Access to Information Act* and the *Privacy Act* in the Correctional Service of Canada. It reports to the Director General of the Rights, Redress and Resolution (RRR) Branch, and to the Assistant Commissioner, Policy and Research Sector.

The ATIP Division deals directly with all ATIP requests and serves as the centre of ATIP expertise in enabling CSC to meet its statutory obligations under the Acts. To that end, the Division is responsible to ensure that formal access and privacy requests are completed in a timely manner, and for promoting a culture of openness and accountability while ensuring that safe and appropriate safeguards are respected with regards to all personal information.

In the fiscal year of 2006-2007, a total of 511 ATI requests were received. The majority of ATI requests were made by the media and CSC employees.

ATIP Responsibilities

The ATIP Division is the focal point for the application of the Access to Information Act and the Privacy Act in the Correctional Service Canada. It reports to the Director General, RRR and to the Assistant Commissioner, Policy and Research. The ATIP Division currently consists of 37 full-time employees, of which 6.25 are dedicated to the Access to Information process.

Administration of the *Access to information Act*

Delegation Order

Attached for your reference is the delegated authority chart for CSC. Full delegation falls to the Director and Deputy Director of the ATIP Division as well as the Commissioner, Senior Deputy Commissioner and Assistant Commissioners of CSC. Heads of Disclosure Units are given partial delegation for certain sections of the Act.

Statistical Report

CSC is pleased to report that, for the 4th year, the ATIP division has maintained a compliance rate of over 95%, specifically 97.8%, even though ATI requests have increased more than 25% over the last few years. It will be difficult to maintain these results in the context of the increased number of requests, staffing challenges and the relatively constant level of resourcing. The recent audit found that CSC, like many other ATIP units, was finding it difficult to attract and retain qualified personnel.

Training

In light of the fact that CSC has dedicated analysts to either Access or Privacy, internal training was instituted in order to familiarize analysts with the other legislation. It is anticipated that analysts will be handling requests under both legislations in the new fiscal year. To date, five sessions have been given to all interested CSC ATIP staff with more to come in the current fiscal year.

Complaints

A total of 28 complaints were received and 32 were closed. Sixty percent of the complaints received were classified as 'refusal to disclose'. None of the closed complaints were deemed to be well-founded by the Information Commissioner, 50% were resolved, 34% were not substantiated and 1.5% were discontinued.

Complaints 2006 – 2007	
Resolved/ Not Substantiated	16 11
On-going	0
Abandoned	5
Total	32

Reasons for complaints 2006 - 2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
Total	17	1	1	5	0	4	28

Appeals to the court

There were no access appeals to the courts during this fiscal period.

Privacy Reporting for 2006-2007

Introduction

The ATIP Division is the focal point for the application of the *Access to Information Act* and the *Privacy Act* in the Correctional Service of Canada. It reports to the Director General of the Rights, Redress and Resolution (RRR) Branch, and to the Assistant Commissioner, Policy and Research Sector.

The ATIP Division deals directly with all ATIP requests and serves as the centre of ATIP expertise in enabling CSC to meet its statutory obligations under the Acts. To that end, the Division is responsible to ensure that formal access and privacy requests are completed in a timely manner, and for promoting a culture of openness and accountability while ensuring that safe and appropriate safeguards are respected with regards to all personal information.

A total number of 7,532 Privacy requests were received this fiscal year. Approximately half of the requests were made by offenders looking for copies of their institutional files.

Privacy Responsibilities

The ATIP Division is the focal point for the application of the *Access to Information Act* and the *Privacy Act* in the Correctional Service Canada. It reports to the Director General, RRR and to the Assistant Commissioner, Policy and Research. The ATIP Division currently consists of 37 FTE's of which 30.75 FTEs are dedicated to the Privacy process.

Administration of the *Privacy Act*

Delegation Order

Attached for your reference is the delegated authority chart for CSC. Full delegation falls to the Commissioner, Senior Deputy Commissioner and Assistant Commissioners of CSC. Full delegation except for sections 8(2)(j) and (m) falls to the Director and Deputy Director of ATIP as well as Heads of Disclosure Units, Regional Deputy Commissioners, Wardens and District Directors.

Statistical Report

Unlike the ATI compliance rate, CSC was unable to raise its Privacy compliance rate beyond 63%. This is due in large part to the increased number of requests, staffing challenges and the relatively constant level of resourcing. CSC ATIP Privacy requests have almost doubled (up 65%) since 2000/2001 but the resources allocation have not kept up with the trend. We are examining resourcing levels for the ATIP group in the context of all existing CSC funding pressures in order to address these issues.

Summary of changes

Summary of Operational, Policy and Procedural Changes

It is worthwhile to note that CSC ATIP has had a Privacy Breach Reporting Protocol in place since 2004-2005. This year the ATIP Division was able to formalize and finalize the Privacy Breach Policy. This will enable CSC ATIP to better track all incidents of Privacy breaches and report them to the Office of the Privacy Commissioner as per the new TBS policy on Privacy Breaches which came into effect this new fiscal year. Having reported breaches as a matter of course over the last three fiscal years, the new TBS policy is not expected to impact CSC ATIP operations.

Training

Due to operational requirements, only one Privacy training course was provided to the Pacific RHQ. Staff was given a training session, highlighting their obligations in complying with Privacy legislation and a familiarization session with the ATIP unit retrieval and review processes. Approximately 20 employees received this training.

Privacy Impact Assessments (PIAs) and Preliminary Privacy Impact Assessments (PPIAs)

A total of three (3) PIAs were initiated in 2006 by CSC. No PPIAs or PIAs were finalized and submitted to the Office of the Privacy Commissioner for review. Most of the PIAs were conducted on new software programs being rolled out by CSC or were conducted on various Information Technology databases to ensure that the personal information safeguards were in place.

Due to staff shortages within ATIP and IT and because no responses have yet been received from the OPC, executive summaries have not been posted on the CSC website.

PIAs 2006 - 2007			PPIAs 2006 - 2007		
Initiated	Completed	Forwarded to the OPC	Initiated	Completed	Forwarded to the OPC
3	0	0	0	0	0

Type of disclosures made pursuant to Subsection 8(2)(a) to 8(2)(e) of the *Privacy Act*

During this reporting year, the majority of CSC's 8(2) disclosures were made pursuant to 8(2)(f) and 8(2)(m). For the most part, information was released to Crown prosecutors for upcoming trials or to families of deceased offenders, in order to provide then with information on the nature and reason of the incident. Other disclosures were made pursuant to 8(2)(e) and (j). There were no other types of 8(2) disclosures made during 2006-2007.

Data matching / sharing activities

There have been no new data matching activities undertaken by CSC last fiscal year. Data matching still occurs with those bodies identified in Infosource.

Complaints

This year CSC received 202 complaints and closed 170. Seventy-six percent of complaints received were 'time limit' and 'denial of access' cases, and 19% were 'use and disclosure' cases. Of the closed complaints, 48% were not well-founded, while 29% were and the balance were resolved or settled in the course of the investigation. Time limit cases (failure to meet the legislated 30 days) continue to represent the majority of the total of well-founded *Privacy Act* complaints at 70%.

Complaints 2006 - 2007	
Resolved/	4
Settled/	9
Not well-founded/	81
Well-founded	56
On-going	32
Abandoned	20
Total	170

Reasons for complaints 2006 - 2007							
	Access	Time Limits	Time extension	Fees	Application of exemption	Miscellaneous (Collection;Use and Disclosure; Retention and Disposal)	Grand total
Total	67	86	2	0	0	47	202

Appeals to the Courts

There were no appeals to the court under the *Privacy Act*.

National Parole Board

Access to Information Reporting for 2006-2007

Introduction

The National Parole Board (NPB) has exclusive authority to grant, deny and revoke the conditional release of persons serving sentences of imprisonment in federal institutions or provincial jails in provinces that do not have a provincial parole board. It has the power to revoke the release of any individual who has breached any of the conditions of parole. The NPB also makes decisions on granting, denying or revoking pardons and investigates and makes recommendations to the Minister for the exercise of the royal prerogative of mercy.

The Access to Information and Privacy Division is responsible for processing and responding to all formal requests under both the *Access to Information Act* and the *Privacy Act* addressed to the National Parole Board.

Requests are processed according to the following procedures:

- Completeness of request is determined.
- Request is acknowledged.
- Search for relevant records is conducted.
- Records are analysed under the provisions of the legislation.
- Other agencies/ministries are consulted where appropriate.
- Any necessary exemptions are applied.
- Applicant is provided with non-exempted material.

ATIP Responsibilities

The Director of Communication and ATIP is responsible for administering the legislation and signing exemptions within his delegated authority. Four persons are committed full-time and one part-time to the administration of the legislation. This year's expenditures, including salaries and operational costs, amounted to $321,000.

A tracking system is used to log all actions taken. Consultation with other agencies/ministries takes place in most cases when other institutions' information is found in NPB files; their recommendations are normally followed. Legal Services are consulted regularly for advice.

Reading rooms are in operation in each of the five regional offices of the Board as well as at the National Office in Ottawa.

Administration of the *Access to Information Act*

Delegation Order

The Minister has designated the Chairperson, the Executive Vice-Chairperson, the Director, Communications and Access to Information and Privacy and the Access to Information and Privacy Analysts to exercise the powers and perform the duties of the Minister as head of the institution under the sections of the Act set out in Annex A.

Please refer to Annex A.

Statistical Report

The National Parole Board received a total of 15 requests under the *Access to Information Act* during 2006-2007. There are 2 requests outstanding from the previous fiscal year 2005-2006. Of the total requests, 16 were completed during the reporting period. One request was carried forward to fiscal year 2007-2008 since it was received during the reporting period. The disposition of the 16 completed requests is as follows:

All disclosed	4
Disclosed in part	6
Nothing disclosed (excluded)	1
Nothing disclosed (exempted)	0
Transferred	1
Unable to process	1
Abandoned	3
Total	16

Thirteen requests were completed within 30 days. Two requests were completed between 31 to 60 days one request was completed between 61 to 120 days.

Four requests came from the media, eleven requests came from public, and one came from an organization.

Please refer to Annex B for a complete statistical report.

Consultations

A total of thirteen access consultations were processed in this reporting period. Twelve were completed within 30 days and one was carried forward to fiscal year 2007-2008.

Formal/Informal Interface

As reported in previous annual reports, the NPB continues to handle many Access requests informally through its Communications Division and regional offices. The availability of information brochures and the NPB Internet web site greatly facilitate access to information about the Board and its programs. As well, the *Corrections and Conditional Release Act* directs the Board to maintain a registry of its written decisions which are available to members of the public on written request. In the past year nearly 3,000 decisions were accessed from the Board's Decision Registry.

See Annex B.

Complaints

There were two complaints filed with the Information Commissioner. These complaints have yet to be resolved.

Complaints 2006 - 2007	
Resolved	0
On-going	2
Abandoned	0
Total	2

Reasons for complaints 2006 - 2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
	0	0	0	0	0	2	2
Total	0	0	0	0	0	2	2

Appeals to the Courts

There were no access appeals to the court during this fiscal year

Privacy Reporting for 2006-2007

Introduction

The National Parole Board (NPB) has exclusive authority to grant, deny and revoke the conditional release of persons serving sentences of imprisonment in federal institutions or provincial jails in provinces that do not have a provincial parole board. It has the power to revoke the release of any individual who has breached any of the conditions of parole. The NPB also makes decisions on granting, denying or revoking pardons and investigates and makes recommendations to the Minister for the exercise of the royal prerogative of mercy.

The Access to Information and Privacy Division is responsible for processing and responding to all formal requests under both the *Access to Information Act* and the *Privacy Act* addressed to the National Parole Board.

Requests are processed according to the following procedures:

- Completeness of request is determined.
- Request is acknowledged.
- Search for relevant records is conducted.
- Records are analysed under the provisions of the legislation.
- Other agencies/ministries are consulted where appropriate.
- Any necessary exemptions are applied.
- Applicant is provided with non-exempted material.

Privacy Responsibilities

The Director of Communication and ATIP is responsible for administering the legislation and signing exemptions within his delegated authority. Four persons are committed full-time and one part-time to the administration of the legislation. This year's expenditures, including salaries and operational costs, amounted to $321,000.

Administration of the *Privacy Act*

Delegation Order

The Minister has designated the Chairperson, the Executive Vice-Chairperson, the Director, Communications and Access to Information and Privacy and the Access to Information and Privacy Analysts to exercise the powers and perform the duties of the Minister as head of the institution under the sections of the Act set out in Annex A.

See Annex A.

Statistical Report

The Parole Board shares a great deal of file information with offenders in contexts other than the processing of requests under the *Privacy Act*, i.e., during hearings with offenders and when notifying them of its decisions. In carrying out such duties the Board must comply with the *Corrections and Conditional Release Act* (CCRA). Section 141 states that at least 15 days before the review date of an offender, the Board shall provide or cause to be provided to the offender, in writing, the information that is to be considered in the review of the case or a summary of that information. This process (informal from a *Privacy Act* perspective) therefore may allow for the sharing of more information than would be permitted under the provisions of the *Privacy Act*.

The *Corrections and Conditional Release Act* (CCRA) gives Canadian citizens greater access to information about offenders. The CCRA provides for:

1. A decision registry containing all conditional release decisions made by the National Parole Board since November, 1992 and which is accessible to anyone who demonstrates an interest in a specific case or group of cases;
2. Access by victims to some offender-related information; and,
3. Members of the public to attend National Parole Board hearings as observers at the discretion of Parole Board members (in the past, it was at the discretion of the inmate).

This law has an important impact on the disclosure of offender-related personal information to third parties.

The National Parole Board received 442 new requests under the *Privacy Act* for the reporting period 2006-2007. Thirty requests were outstanding from 2005-2006. Twenty-seven requests were carried forward to fiscal year 2006-2007. They were received during the last month of the reporting period. Of the total requests, 445 were completed during the reporting period. The disposition of requests is as follows:

All disclosed	58
Disclosed in part	139
Nothing disclosed (excluded)	0
Nothing disclosed (exempt)	0
Unable to process	237
Abandoned by applicant	10
Transferred	1
Total	445

Please refer to Annex B for a complete statistical report.

Despite required consultations with other government institutions, 344 requests were completed within 30 days. Another 100 were completed within 31 to 60 days. Five were completed between 61 to 120 days. A total of 62,000 pages were reviewed.

The majority of NPB Privacy requests came from inmates of federal penitentiaries. The Pacific Region accounted for the largest share (161) in the fiscal year 2006-2007.

Two requests for correction were outstanding and they are still ongoing. Generally, offenders use the *Corrections and Conditional Release Act* to request a correction of their information.

See Annex B

Consultations

A total of 11 consultations were processed in this reporting period. There was one outstanding from the previous fiscal year 2005-2006. The twelve were completed within 30 days.

Privacy Impact Assessments (PPIAs) and Preliminary Privacy Impact Assessments (PPIAs)

No PIA's or Preliminary PIA's were undertaken by the Department during the reporting period.

Type of disclosures made pursuant to Subsections 8(2)(a) to 8(2)(m) of the Privacy Act

Disclosures under 8 (2)(e) of the *Privacy Act*

The following positions are authorized to approve disclosures to investigative bodies listed in the regulations:

Chairperson
Executive Vice-Chairperson
Director, Communications and ATIP
Regional Directors (Parole Case Files)
Director, Professional Development and Decision Processes

Most requests from investigative bodies come from the RCMP. Requests from the RCMP and CSC Preventive Security Branch concerning offenders currently under sentence or pardon applications are dealt with under section 8 (2)(e), for which special procedures have been established in accordance with the provisions of the *Act*.

Disclosure under 8 (2)(m) of the *Privacy Act*

Several disclosures were made using 8 (2)(m)(i) of the *Privacy Act*. Paragraph 8 (2)(m)(i) provides that personal information may be disclosed for any purpose where, in the opinion of the head of an institution, the public interest in disclosure clearly outweighs any invasion of privacy that could result from the disclosure.

Disclosures under 8 (2)(m) are assessed on a case-by-case basis and in accordance with Treasury Board guidelines.

The Privacy Commissioner was informed of the disclosures, as required by the *Act*.

Data matching / sharing activities

No data matching and sharing activities were undertaken during this reporting period.

Complaints

A total of 11 complaints are ongoing.

Complaints 2006 - 2007	
Resolved	0
On-going	11
Abandoned	0
Total	11

Reasons for complaints 2006 - 2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
	1	0	0	0	4	6	11
Total	1	0	0	0	4	6	11

Appeals to the Courts

A total of one application that was submitted to the Courts is in progress.

Appeals to the Courts – Privacy Commissioner 2006 - 2007							
Actioned by OPC				Actioned by Applicants			
In progress	Resolved	Abandoned	Total	In progress	Resolved	Abandoned	Total
0	0	0	0	1	0	0	1
Total of complaints actioned by OPC + total of complaints actioned by applicants						Grand total	1

Canada Border Services Agency

Access to Information Report for 2006-2007

Introduction

As part of the Public Safety Canada portfolio, the Canada Border Services Agency (CBSA) is responsible for providing integrated border services that support national security and public safety priorities, and facilitate the free flow of persons and goods, including animals and plants, that meet all requirements under the program legislation.

On April 1, 2004, the CBSA established its first Access to Information and Privacy (ATIP) Section with a staff of six employees based on an estimated annual workload of between 250 and 350 requests. During fiscal 2006-2007, the CBSA received 945 requests under the *Access to Information Act* and 705 requests under the *Privacy Act*. As a result of this higher than anticipated volumes of requests, the section has grown continuously and has experienced some difficultly in achieving ideal compliance with legislated timeframes.

As a result of the increasing workload, a consulting firm was engaged to conduct a review of the ATIP operation and develop a strategic investment plan to ensure the CBSA had the necessary structure, tools and processes to improve compliance with the legislation. In August of 2006, recommendations for improvements were provided to senior management including the installation of ATIP software, increased staffing and the establishment of a policy and training unit. Management adopted these recommendations and a three-year Action Plan is currently being implemented.

ATIP Responsibilities

The Legislative Affairs and Access to Information and Privacy (ATIP) Division in the CBSA's Corporate Secretariat is responsible for the administration of both the *Access to Information Act* (ATIA) and the *Privacy Act* (PA). The Director of the Division is the ATIP Coordinator for the CBSA. There are five managers reporting directly to the Director. During 2006-2007, the Division was reorganized on an interim basis to include three production units responsible for processing requests, a policy and training unit and an administration unit. In total, the number of persons employed in the ATIP section rose from 25 as of April 1, 2006, to 47 by March 31, 2007. Of the 47 resources, 13 were consultants engaged on a temporary basis. As part of the long-term Action Plan, the CBSA will move towards stabilizing the ATIP Section by replacing temporary resources with permanent staff through staffing processes currently underway.

Administration of the *Access to Information Act*

Delegation Order

The Director and all ATIP Managers have fully delegated authority under the ATIA. Attached as Annex A is a copy of the Delegation Order under the *Access to Information Act*.

Statistical report

During fiscal year 2006-2007, the CBSA received 945 new requests under the ATIA, representing an increase of more than 40% from fiscal 2005-2006. In addition, 443 requests were carried forward from the previous period for a total annual inventory of 1,388 requests. The CBSA closed a total of 1,064 access requests, 119 more than it received. By closing more requests than received, the organization was able to reduce the number of requests carried forward into the next fiscal year to 324 requests.

The majority of requests were received from the public (84%) followed by the media (10%), business (5%) and organizations (1%).

Attached as Annex B is the CBSA's statistical report on the *Access to Information Act*.

Summary of changes

Summary of operational, policy and procedural changes

In April of 2006, the CBSA installed a new ATIP information system capable of scanning documents in an electronic format as well as a new case management system designed to improve the management of requests and reporting capabilities. As part of the implementation of this system, a user's manual was developed and in-house training was provided to aid staff in properly using these systems.

Early in April of 2006, a new delegation instrument was signed to enable the CBSA to reduce the time required to approve releases while maintaining the integrity of the delegation process.

As part of the long-term Action Plan to improve compliance with the legislation and the management of the ATIP function, CBSA policies will be developed to complement the legislation, regulations and Treasury Board guidelines. A draft manual for all employees has been developed and is currently in the consultation process. A manual for ATIP analysts will be developed next.

Major changes – Office of the Information Commissioner

In November 2006, the Office of the Information Commissioner (OIC) initiated a review of the CBSA's operation due to its difficulty in routinely meeting the response deadlines set out in the ATIA. The OIC requested that the CBSA respond to an in-depth questionnaire and facilitate an on-site visit by an investigator. The CBSA cooperated fully with the review by submitting a detailed response on February 19, 2007, as well as providing additional information to the investigator. On May 29, 2007, the OIC tabled its annual report and published on its website a detailed report on the performance of the CBSA and other departments selected for review.

In its annual report, the OIC made several recommendations for improving the compliance rating of the CBSA as well as suggestions for improving the overall management of the ATI function. While many of the recommendations are similar to those presented to the CBSA by the consulting firm hired to conduct a review of the ATIP operations, all of the OIC's recommendations are being incorporated into the current Action Plan.

Training

The ATIP Section provided 30 training and awareness sessions to CBSA employees between April 1 and November 30, 2006. Training and awareness sessions were not provided between November 30, 2006 and March 31, 2007, as a result of the increased emphasis on eliminating the backlog of requests in deemed refusal status. The Policy and Training Unit is currently updating the course material and additional sessions are being scheduled for this fiscal year.

Training for ATIP employees during fiscal 2006-2007 included: in-house sessions on the new software system for all employees; a section 69 workshop for all employees; fifteen employees attended a CAPA conference, three employees participated in University of Alberta on-line training courses, joint training sessions for ATIP employees were arranged with Citizenship and Immigration Canada, and on-going coaching and mentoring was provided by senior analysts and team leaders.

As part of the recommendations for improving the ATIP function within the CBSA, all employees will have individual learning plans developed and are being encouraged and funded to undertake Treasury Board learning, Canada School learning, on-line courses and developmental courses such as language training. Further, an ATIP conference is being organized and an ATIP Apprenticeship Program is being developed in line with other government department programs.

Complaints

During 2006-2007, the CBSA received 451 new access complaints, including 393 time delay complaints that were self-initiated by the OIC in November of 2006. In response to the large number of self-initiated complaints, the CBSA established a "Backlog Taskforce" mandated and resourced to eliminate the large number of requests in deemed refusal status. Senior management closely monitored the progress of the taskforce through weekly reports. As a result of the establishment of the taskforce, the CBSA was able to close 95% of the 393 requests by March 31, 2007. As of April 1, 2007, the OIC had not officially resolved these complaints.

The other complaints received during the fiscal period were for time delay (39), refusal to disclose (11), miscellaneous (6) and time extensions (2). The CBSA also carried forward 29 complaints from the previous period for a total of 480 complaints.

During this fiscal period, the OIC resolved 44 access complaints including 38 for time delay, four for refusal to disclose and one each for fees and refusal to disclose under section 69. Of the complaints resolved, 40 were resolved and well founded, two were abandoned and two were not substantiated. The CBSA will carry forward 436 complaints into the next fiscal period, which includes the 393 complaints self-initiated by the OIC.

Complaints 2006 - 2007	
Carried forward from 2005-2006	29
New complaints in 2006-2007*	451
Total inventory	480
Complaints closed 2006-2007	
Resolved – well founded	40
Abandoned/Discontinued	2
Not substantiated	2
total	44
Carried forward to 2007-2008 436	

Reasons for complaints 2006 – 2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
Received	5	432	2	0	6	6	451

*includes 393 complaints self-initiated by Office of the Information Commissioner for time delay

Appeals to the Court

There were no access appeals to the courts during this fiscal period.

Privacy Report for 2006-2007

Introduction

As part of the Public Safety Canada portfolio, the Canada Border Services Agency (CBSA) is responsible for providing integrated border services that support national security and public safety priorities, and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under the program legislation.

On April 1, 2004, the CBSA established its first Access to Information and Privacy (ATIP) Section with a staff of six employees based on an estimated annual workload of between 250 and 350 requests. During fiscal 2006-2007, the CBSA received 945 requests under the *Access to Information Act* and 705 requests under the *Privacy Act*. As a result of this higher than anticipated volume of requests, the section has grown continuously and has experienced some difficultly in achieving ideal compliance with legislated timeframes.

As a result of the increasing workload, a consulting firm was engaged to conduct a review of the ATIP operation and develop a strategic investment plan to ensure the CBSA had the necessary structure, tools and processes to improve compliance with the legislation. In August of 2006, recommendations for improvements were provided to senior management including the installation of ATIP software, increased staffing and the establishment of a policy and training unit. Management adopted these recommendations and a three-year Action Plan is currently being implemented.

Privacy responsibilities

The Legislative Affairs and Access to Information and Privacy (ATIP) Division in the CBSA's Corporate Secretariat is responsible for the administration of both the *Access to Information Act* (ATIA) and the *Privacy Act* (PA). The Director of the Division is the ATIP Coordinator for the CBSA. There are five managers reporting directly to the Director. During 2006-2007, the Division was reorganized on an interim basis to include three production units responsible for processing requests, a policy and training unit and an administration unit. In total, the number of persons employed in the ATIP section rose from 25 as of April 1, 2006, to 47 by March 31, 2007. Of the 47 resources, 13 were consultants engaged on a temporary basis. As part of the long-term Action Plan, the CBSA will move towards stabilizing the ATIP Section by replacing temporary resources with permanent staff through staffing processes currently underway.

Administration of the *Privacy Act*

Delegation Order

The Director and all ATIP Managers have fully delegated authority under the PA. Attached as Annex A is a copy of the Delegation Order under the *Privacy Act*.

Statistical report

In 2006-2007, the CBSA received 705 new requests under the *Privacy Act* and 425 were brought forward from the previous reporting period for a total inventory of 1,130. Of this total inventory, 702 requests were completed during the period, leaving 428 to be carried forward to 2007-2008.

Attached as Annex B is the CBSA's statistical report on the *Privacy Act*.

Summary of changes

In April of 2006, the CBSA installed a new ATIP information system capable of scanning documents in an electronic format as well as a new case management system designed to improve the management of requests and reporting capabilities. As part of the implementation of this system, a user's manual was developed and in-house training provided to aid staff in properly using these systems.

Early in April of 2006, a new delegation instrument was signed to enable the CBSA to reduce the time required to approve releases while maintaining the integrity of the delegation process. Additional delegations under the PA are currently under considerations to further expedite the release process for simple privacy requests.

As part of the long-term Action Plan to improve compliance with the legislation and the management of the ATIP function, CBSA policies will be developed to complement the legislation, regulations and Treasury Board guidelines. A draft manual for all employees has been developed and is currently in the consultation process. A manual for ATIP analysts will be developed next.

Major changes – Office of the Privacy Commissioner

In June 2006, the Office of the Privacy Commissioner of Canada (OPC) released its findings related to an audit of the personal information management practices of the CBSA. As a result of this audit, the CBSA is adopting the OPC's recommendation of establishing a Privacy Management Framework (PMF) to strengthen its information sharing and management practices domestically and with international jurisdictions. The components and proposed governance structure of the PMF have been identified, and the CBSA will work with the OPC and the Treasury Board Secretariat as the PMF is developed.

Training

The ATIP Section provided 30 training and awareness sessions to CBSA employees between April 1 and November 30, 2006. Training and awareness sessions were not provided between November 30, 2006 and March 31, 2007, as a result of the increased emphasis on eliminating the backlog of requests in deemed refusal status. Four special training sessions were provided to certain headquarters branches in the spring of 2007 on how to estimate search fees. The Policy and Training Unit is currently updating the course material and additional sessions are being scheduled for this fiscal year.

Training for ATIP employees during fiscal 2006-2007 included: in-house sessions on the new software system for all employees; a section 69 workshop for all employees; fifteen employees attended a CAPA conference, three employees participated in University of Alberta on-line training courses, joint training sessions for ATIP employees were arranged with Citizenship and Immigration Canada, and on-going coaching and mentoring was provided by senior analysts and team leaders.

As part of the recommendations for improving the ATIP function within the CBSA, all employees will have individual learning plans developed and are being encouraged and funded

to undertake Treasury Board learning, Canada School learning, on-line courses and developmental courses such as language training. Further, an ATIP conference is being organized and an ATIP Apprenticeship Program is being developed in line with other government department programs.

Privacy Impact Assessments (PIAs) and Preliminary Privacy Impact Assessment (PPIA)

The CBSA has initiated one PIA and seven PPIAs; to date all are in process.

PIAs 2006 - 2007			PPIAs 2006 - 2007		
Initiated	Completed	Forwarded to the OPC	Initiated	Completed	Forwarded to the OPC
1	0	0	7	0	0

Types of disclosures made pursuant to Subsection 8(2)(a) to 8(2)(m) of the *Privacy Act*

During fiscal 2006-2007, disclosures were made by the CBSA pursuant to paragraphs 8(2)(a) consistent with the purpose for which the information was obtained; under 8(2)(c) to comply with a subpoena or warrant; under 8(2)(e) to investigative bodies; and under 8(2)(f) to other governments under agreements or arrangements in the course of investigations or enforcement of any law. New protocols to track disclosures made under the provisions of 8(2) will be implemented during the next fiscal year as part of the Privacy Management Framework being developed.

Data matching / sharing activities

The CBSA has not initiated any data matching activity projects or programs during this fiscal year.

Data sharing activities within the CBSA respect the existing legislative authorities and are undertaken, as necessary, to ensure the CBSA can fulfill its mandate. For example, the National Risk Assessment Centre (NRAC) provides information on certain travellers to the Enforcement Branch to enable them to assess any risk that may be associated with a proposed transition through Canada to another country.

Privacy impact

The data sharing activities between the different sections of the CBSA have no privacy impacts as each of the sections receiving information have the right to the information being shared to enable them to enforce various legislations and regulations; however, due to system constraints, these sections do not have direct access to the information which necessitates a data sharing agreement.

Complaints

During 2006-2007, the CBSA received 42 new complaints under the *Privacy Act*. The majority of complaints (29) were for time delay with the remaining for refusal to disclose (13). These complaints were in addition to the 18 complaints carried forward from fiscal 2005-2006.

During this same time period, the OPC closed 28 complaints, 26 related to time delay and two for refusal to disclose. Of the complaints resolved, 25 were resolved and well founded, two were abandoned and one was not substantiated. The CBSA will carry forward 32 complaints into the next fiscal period.

Complaints 2006 - 2007	
Carried forward from 2005-2006	18
New complaints in 2006-2007*	42
Total inventory	60
Complaints closed 2006-2007	
Resolved – well founded	25
Abandoned/Discontinued	2
Not substantiated	1
Total	28
Carried forward to 2007-2008 32	

Reasons for complaints filed in fiscal 2006 - 2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
Total	4	29	0	N/A	9	0	42

Appeals to the Court

There were no appeals to the court under the *Privacy Act*.

Office of the Inspector General of CSIS

Access to Information reporting for 2006-2007

Introduction

The *Canadian Security Intelligence Service Act* requires the Inspector General to monitor Canadian Security Intelligence Service (CSIS) compliance with its operational policies, to review CSIS operational activities, and to submit to the Minister certificates stating the extent to which she is satisfied with the reports of the CSIS Director. The Inspector General must state whether any act or thing done by CSIS in the course of its operational activities during the period to which the report relates is: (a) not authorized by or under the *CSIS Act* or contravenes any directions issued by the Minister; or (b) involves an unreasonable or unnecessary exercise by CSIS of any of its powers.

In fiscal year 2006-2007, the Office of the Inspector General (OIG) received two requests under the *Access to Information Act*.

ATIP responsibilities

The administration of access to information and privacy activities has been assigned, under the direction of the Inspector General, to a coordinator. The ATIP Coordinator is responsible for dealing with all access requests and any matters of an administrative nature arising in respect of both Acts. The Inspector General or the Assistant Inspector General remains directly responsible for the approval of exemptions.

Each step in the processing of a request made under either Act is recorded on a tracking document. All records relating to the processing of a request are filed in the records access request file, which is retained for a minimum of two years.

Legal Services is consulted as required regarding the administration of the Acts and with respect to access requests made under either Act dealt with by the Office of the Inspector General (OIG). CSIS is usually consulted as well, by reason of the relationship that exists between its records and those of the OIG.

Administration of the *Access to Information Act*

Delegation Order

The Minister of Public Safety, pursuant to section 73 of the *Access to Information Act*, has designated the Inspector General and the Assistant Inspector General to exercise the powers and perform the duties and functions of the head of a government institution, for the Office of the Inspector General of CSIS, under the sections of the Act set out in the Delegation Order dated April 27, 2006 (see Annex A).

Statistical report

The OIG received two requests under the *Access to Information Act*. In both cases an extension was required to consult with other institutions. In both cases, partial records were disclosed.

Privacy reporting for 2006-2007

Introduction

The *Canadian Security Intelligence Service Act* requires the Inspector General to monitor Canadian Security Intelligence Service (CSIS) compliance with its operational policies, to review CSIS operational activities, and to submit to the Minister certificates stating the extent to which she is satisfied with the reports of the CSIS Director. The Inspector General must state whether any act or thing done by CSIS in the course of its operational activities during the period to which the report relates is: (a) not authorized by or under the *CSIS Act* or contravenes any directions issued by the Minister; or (b) involves an unreasonable or unnecessary exercise by CSIS of any of its powers.

The Office of the Inspector General (OIG) received three requests under the *Privacy Act* during the reporting period.

Privacy responsibilities

The administration of access to information and privacy activities has been assigned, under the direction of the Inspector General, to a coordinator. The ATIP Coordinator is responsible for dealing with all access requests and any matters of an administrative nature arising in respect of both Acts. The Inspector General or the Assistant Inspector General remains directly responsible for the approval of exemptions.

Each step in the processing of a request made under either Act is recorded on a tracking document. All records relating to the processing of a request are filed in the records access request file, which is retained for a minimum of two years.

Legal Services is consulted as required regarding the administration of the Acts and with respect to access requests made under either Act dealt with by the Office of the Inspector General (OIG). CSIS is usually consulted as well, by reason of the relationship that exists between its records and those of the OIG.

Administration of the *Privacy Act*

Delegation Order

The Minister of Public Safety, pursuant to section 73 of the *Privacy Act*, has designated the Inspector General and the Assistant Inspector General to exercise the powers and perform the duties and functions of the head of a government institution, for the Office of the Inspector General of CSIS, under the sections of the Act set out in the Delegation Order dated April 27, 2006 (see Annex A).

Statistical report

The OIG received three requests under the *Privacy Act* during the reporting period. In each case it was necessary to invoke section 16(2) of the *Privacy Act*, which permits an institution to neither confirm nor deny the existence of requested records.

Privacy Impact Assessments (PIAs) and Preliminary Privacy Impact Assessments (PPIAs)

There were no Privacy Impact Assessments during the reporting period.

Type of disclosures made pursuant to Subsections 8(2)(a) to 8(2)(m) of the *Privacy Act*

There were no disclosures made pursuant to subsections 8(2)(a) to 8(2)(m) of the *Privacy Act* during the reporting period.

Data matching / sharing activities

There were no new data matching and sharing activities undertaken during the reporting period.

Complaints

There were two complaints related to a *Privacy Act* request received in fiscal year 2006-2007. These two cases remain under review by the Office of the Privacy Commissioner.

Complaints 2006-2007	
Resolved	0
On-going	2
Abandoned	0
Total	2

Reasons for complaints 2006-2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
Total	1	1	0	0	0	0	2

RCMP External Review Committee

Access to Information report for 2006-2007

Introduction

The Royal Canadian Mounted Police External Review Committee (the Committee) was created by Part II of the *Royal Canadian Mounted Police Act*, R.S.C., 1985, c. R-10, as amended, as an independent and impartial body to review appeals of formal discipline, appeals of discharge or demotion, and certain types of grievances involving regular and civilian members of the RCMP. The Committee independently reviews cases referred to it and submits recommendations to the Commissioner of the RCMP.

ATIP responsibilities

Because of the small size of the Committee and of the small number of requests, all access to information-related functions are performed by the Executive Director and the Manager, Administrative Services. The Committee processes requests as follows:

- the requested information is identified and localized;
- the requests are examined to see if they should be transferred to another government institution with a 'greater interest';
- possible exemptions are considered;
- a copy of the non-exempt information is prepared and forwarded to the requester with a transmittal letter; and,
- the requests and all related documentation are filed in the Committee's ATIP registry.

The Committee relies on existing Treasury Board guidelines.

Administration of the *Access to Information Act*

Delegation Order

The Minister of Public Safety, pursuant to section 73 of the *Access to Information Act*, designates the Chair, the Vice-Chair and the Executive Director and Senior Counsel of the Committee to exercise the powers and perform the duties of the Minister as the head of a government institution, that is, the RCMP External Review Committee, under the sections of the Act (see Annex A, Delegation Order).

Statistical report

The Committee received a total of 10 requests under the *Access to Information Act*. The disposition of these requests is as follows:

All disclosed	1
Disclosed in part	0
Excluded	0
Exempt	0
Transferred	9
Unable to process	0
Abandoned	0
Treated informally	0
Total	10

Please refer to Annex B for a complete statistical report.

The Committee transferred nine requests to the Royal Canadian Mounted Police (RCMP) Access to Information Coordinator because the Committee did not possess the requested information. The applicants were advised accordingly.

Six requests received during the period were from the public, two were from the business sector, one from the media and one originated from an organization.

During the reporting period, the Committee received five consultations from other government institutions.

Training

As the Committee receives a very small number of ATIP requests and the majority are referrals outside the agency to larger agencies, no formal ATIP training has been provided in this reporting period. However, some legal staff at the Committee have received legal training in ATIP. The requests that are challenging require legal analysis.

All information about the ATIP program is routinely circulated to all staff of the Committee. Also, the Committee regularly disseminates information through its quarterly newsletter *Communiqué*, and through its annual report and communications activities. Staff also responds to phone calls about the Committee's procedures.

Privacy reporting for 2006-2007

Introduction

The Royal Canadian Mounted Police External Review Committee (the Committee) was created by Part II of the *Royal Canadian Mounted Police Act*, R.S.C., 1985, c. R-10, as amended, as an independent and impartial body to review appeals of formal discipline, appeals of discharge or demotion, and certain types of grievances involving regular and civilian members of the RCMP. The Committee independently reviews cases referred to it and submits recommendations to the Commissioner of the RCMP.

Privacy responsibilities

Because of the small size of the Committee and of the small number of requests, all privacy-related functions are performed by the Executive Director and the Manager, Administrative Services. The Committee processes requests as follows:

- the requested information is identified and localized;
- the requests are examined to see if they should be transferred to another government institution with a 'greater interest';
- possible exemptions are considered;
- a copy of the non-exempt information is prepared and forwarded to the requester with a transmittal letter; and,
- the requests and all related documentation are filed in the Committee's ATIP registry.

All personal information is compartmentalized, and access is controlled, to ensure it will only be used for the purpose for which it was collected. Disclosure is limited to two categories: as prescribed in the *RCMP Act*, or as required for recognized internal administrative purposes.

The Committee relies on existing Treasury Board guidelines.

Administration of the *Privacy Act*

Delegation Order

The Minister of Public Safety, pursuant to section 73 of the *Privacy Act*, designates the Chair, the Vice-Chair and the Executive Director and Senior Counsel of the Committee to exercise the powers and perform the duties of the Minister as the head of a government institution, that is, the RCMP External Review Committee, under the sections of the Act (see Annex A, Delegation Order).

Statistical report

The Committee received three requests under the *Privacy Act* and one request received in the previous fiscal year was completed. The disposition of the requests is as follows:

All disclosed	0
Disclosed in part	0
Excluded	0
Exempt	0
Unable to process	1
Abandoned	0
Transferred	3
Carried forward	0
Total	4

Please refer to Annex B for a complete statistical report.

Three requests were transferred to the Royal Canadian Mounted Police; it was determined that that organization would likely have any existing records. The applicants were advised accordingly.

The Chair determined that, in one request that was carried over from fiscal year 2005-06, the applicant was not an interested party in receiving the requested document. The position of the Committee – that access could be contingent on being an interested party – was communicated to the applicant.

Training

As the Committee receives a very small number of ATIP requests and the majority are referrals outside the agency to larger agencies, no formal ATIP training has been provided in this reporting period. However, some legal staff at the Committee have received legal training in ATIP. The requests that are challenging require legal analysis.

All information about the ATIP program is routinely circulated to all staff of the Committee. Also, the Committee regularly disseminates information through its quarterly newsletter *Communiqué*, and through its annual report and communications activities. Staff also responds to phone calls about the Committee's procedures.

Privacy Impact Assessments (PIAs) and Preliminary Privacy Impact Assessments (PPIAs)

No PIAs or Preliminary PIAs were undertaken by the Committee during the reporting period.

Type of disclosures made pursuant to Subsections 8(2)(a) to 8(2)(m) of the *Privacy Act*

The Committee made no disclosures pursuant to subsections 8(2) of the *Privacy Act*.

Data matching / sharing activities

The Committee's case file numbers are matched with the RCMP case file number when the file is received at the Committee. Once the Committee issues its recommendation, the case file number is matched with the Commissioner's decision.

There is no internal data matching activities as the Committee is a very small organization (less than 10 FTEs).

Commission for Public Complaints Against the RCMP

Access to Information reporting for 2006-2007

Introduction

The Commission for Public Complaints against the RCMP (CPC) provides civilian review of RCMP members' conduct in performing their policing duties so as to hold the RCMP accountable to the public. Our job is to help find and shape a balance between individual rights and collective security.

During the course of the year a total of 10 *Access to Information* Act requests were received with none of the requests being focused on any particular issue.

ATIP responsibilities

At the CPC the position of ATIP Coordinator is a function of the Chief Information Officer (CIO). During the last fiscal year, the position of ATIP Coordinator / CIO was filled on a full time permanent basis for approximately two months, from April to June 2006. During the rest of the year, the role was filled by the Director, Corporate Services.

Over the past year a consultant has carried out the actual processing of requests received and any associated activities. Due to the low number of requests received during a given year, the CPC believes that the use of a consultant is the most efficient way to complete the work.

Administration of the *Access to Information Act*

Delegation Order

The Minister of Public Safety has delegated full authority under the *Access to Information Act* to the Chair and the Executive Director of the Commission for Public Complaints Against the RCMP. The Minister of Public Safety confirmed the delegation of authority to administer the Act on April 24, 2006 (see Annex A).

Statistical report

As noted above there were no significant issues surrounding the 10 requests received within the last fiscal year.

See Annex B for the statistical report.

Summary of changes

Major changes – Office of the Information Commissioner

The Commission for Public Complaints against the RCMP has not been cited by the Information Commissioner on any issue.

Training

The ATIP consultant provided a general briefing during the fiscal year to all staff (approximately 35 total) providing an overview of the purpose, application process and exemption provisions of the Act. A more focused presentation was given to the Kingsclear investigation team responding to a number of questions regarding procedures and issues surrounding their project. The consultant provides continuous advice and recommendations on an as required basis to senior management and staff.

Complaints

There was one investigation regarding an Access Consultation that had been received by the CPC from another department. The investigation of the complaint resulted in additional information being recommended for release.

Privacy reporting for 2006-2007

Introduction

The Commission for Public Complaints against the RCMP (CPC) provides civilian review of RCMP members' conduct in performing their policing duties so as to hold the RCMP accountable to the public. Our job is to help find and shape a balance between individual rights and collective security.

During the course of the year, 13 *Privacy A*ct requests were received and one was carried over from 2005-2006.

Privacy responsibilities

At the CPC the position of ATIP Coordinator is a function of the Chief Information Officer (CIO). During the last fiscal year, the position of ATIP Coordinator / CIO was filled on a full time permanent basis for approximately two months, from April to June 2006. During the rest of the year, the role was filled by the Director, Corporate Services.

Over the past year a consultant has carried out the actual processing of requests received and any associated activities. Due to the low number of requests received during a given year, the CPC believes that the use of a consultant is the most efficient way for the work to be completed.

Administration of the *Privacy Act*

Delegation Order

The Minister of Public Safety has delegated full authority under the *Privacy Act* to the Chair and the Executive Director of the Commission for Public Complaints Against the RCMP. The Minister of Public Safety confirmed the delegation of authority to administer the Act on April 24, 2006 (see Annex A).

Statistical report

There were no significant issues surrounding the 13 requests received during the last fiscal year.

However, the CPC was able to process and/or respond to only eight of these requests as the others were misaddressed, transferred or abandoned by the applicant.

Most of the requests pertained to files that comprised a significant amount of RCMP related material; therefore, there were extensive consultations with the RCMP.

Extensions were requested in two cases; however only one of these cases actually required time to be added to the initial 30 days allowed for processing. The other case was finalized within the timeframe allowed for by the extension.

See Annex B for the statistical report.

Training

The ATIP consultant provided a general briefing during the fiscal year to staff (approximately 35 total) providing an overview of the Act, the purpose, application process and exemption provisions. Follow-up presentations are planned every year to reinforce practices and procedures. The consultant provides continuous advice and recommendations on an as required basis to senior management and to all staff.

Privacy Impact Assessments (PIAs) and Preliminary Privacy Impact Assessments (PPIAs)

There were no PIAs or PPIAs initiated or completed during the reporting period.

Type of disclosures made pursuant to Subsection 8(2)(a) to 8(2)(m) of the *Privacy Act*

During this reporting period, there were no disclosures made pursuant to subsections 8(2)(a) to 8(2)(m) of the *Privacy Act*.

Data matching / sharing activities

No data matching and sharing activities were undertaken during this reporting period.

Complaints

No complaints were received during the course of the last fiscal year, while one carried over from the year before was finalized as resolved.

Office of the Correctional Investigator

Access to Information reporting for 2006-2007

Introduction

The Correctional Investigator is mandated by Part III of the *Corrections and Conditional Release Act* as an Ombudsman for federal offenders. The primary function of the Office is to investigate and bring resolution to individual offender complaints. As well, the Office has a responsibility to review and make recommendations on the Correctional Service's policies and procedures, associated with the areas of individual complaints, to ensure that systemic areas of concern are identified and appropriately addressed.

During the course of the year, nine *Access to Information A*ct requests were received. A number of these resulted from the Auditor General's report; otherwise, there were no significant Access related issues.

ATIP responsibilities

While the responsibilities of the ATIP Coordinator are assigned to the Coordinator of Corporate Services and Planning, the actual processing of requests and any associated activities have been carried out by a consultant over the past year. The Coordinator of Corporate Services and Planning position was vacant from December 2006 due to the extended absence of the incumbent; as a result, the Executive Director carried out the Coordinator's delegated functions. Budgetary constraints, staffing limitations and the actual volume of requests preclude the establishment of a full-time analyst position within the Office.

Administration of the *Access to Information Act*

Delegation Order

The Minister of Public Safety has delegated full authority under the *Access to Information Act* to the Correctional Investigator. Limited authority under the Act has been delegated to the Access to Information and Privacy Coordinator. The Minister of Public Safety confirmed the delegation of authority to administer the Act on April 24, 2006 (see Annex A).

Statistical report

Generally there were no significant issues surrounding the nine requests received during the last fiscal year. The Auditor General's report regarding the activities of the former Correctional Investigator resulted in minimal interest. The majority of the requests required extensions for consultation; however, they were processed within the extended time frame with the exception of one ongoing request. The request in question involves a large number of records and has resulted in additional consultations not originally identified.

See Annex B for the statistical report.

Summary of changes

There were no significant procedures or policies implemented during the reporting period.

Training

The ATIP consultant provided a general briefing during the fiscal year to all staff providing an overview of the Act, the purpose, application process and exemption provisions. Follow-up presentations are planned every year to reinforce practices and procedures. The consultant provides continuous advice and recommendations on an as required basis to senior management and to all staff.

Complaints

There was one exemption complaint investigation conducted during the 2006-2007 fiscal year resulting in some additional information being released. The information in question had been exempted as personal information; however it was subsequently learned that much of the information had already been made public. Corrective action was taken. There were no significant procedural issues raised regarding the processing of the records.

Complaints 2006-2007	
Resolved	0
On-going	1
Abandoned	0
Total	1

Reasons for complaints 2006-2007							
	Refusal	Delay	Time extension	Fees	Application of exemption	Miscellaneous	Grand total
Total	0	0	0	0	1	0	1

Privacy reporting for 2006-2007

Introduction

The Correctional Investigator is mandated by Part III of the *Corrections and Conditional Release Act* as an Ombudsman for federal offenders. The primary function of the Office is to investigate and bring resolution to individual offender complaints. As well, the Office has a responsibility to review and make recommendations on the Correctional Service's policies and procedures, associated with the areas of individual complaints, to ensure that systemic areas of concern are identified and appropriately addressed.

During the course of the year, 11 *Privacy A*ct requests were received and three were carried over from 2005-2006. There are no significant privacy issues to report.

Privacy responsibilities

While the responsibilities of the ATIP Coordinator are assigned to the Coordinator of Corporate Services and Planning, the actual processing of requests and any associated activities have been carried out by a consultant over the past year. The Coordinator of Corporate Services and Planning position was vacant from December 2006 due to the extended absence of the incumbent; as a result, the Executive Director carried out the Coordinator's delegated functions. Budgetary constraints, staffing limitations and the actual volume of requests preclude the establishment of a full-time analyst position within the Office.

Administration of the *Privacy Act*

Delegation Order

The Minister of Public Safety has delegated full authority under the *Privacy Act* to the Correctional Investigator. Limited authority under the Act has been delegated to the Access to Information and Privacy Coordinator. The Minister of Public Safety confirmed the delegation of authority to administer the Act on April 24, 2006 (see Annex A).

Statistical report

There were no significant issues surrounding the 11 requests received during the last fiscal year. Of those, six required consultation with another government department and one request was transferred. Extensions were taken on five requests. All requests, including the three carried over from 2005-2006, were processed within the allowable time.

See Annex B for the statistical report.

Summary of changes

There were no significant procedures or policies implemented during the reporting period.

Training

The ATIP consultant provided a general briefing during the fiscal year to all staff providing an overview of the Act, the purpose, application process and exemption provisions. Follow-up presentations are planned every year to reinforce practices and procedures. The consultant

provides continuous advice and recommendations on an as required basis to senior management and to all staff.

Privacy Impact Assessments (PIAs) and Preliminary Privacy Impact Assessments (PPIAs)

There were no PIAs and PPIAs initiated or completed during the reporting period.

Type of disclosures made pursuant to Subsections 8(2)(a) to 8(2)(m) of the *Privacy Act*

During this reporting period, there were no disclosures made pursuant to subsections 8(2)(a) to 8(2)(m) of the *Privacy Act.*

Data matching / sharing activities

No data matching and sharing activities were undertaken during this reporting period.

ANNEX A – Delegation Orders

Access to Information Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Access to Information Act**, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Department of Public Safety and Emergency Preparedness Canada, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la *Loi sur l'accès à l'information**, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le ministère de la Sécurité publique et Protection civile Canada, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the Access to Information Act Articles de la Loi sur l'accès à l'information
Deputy Minister and Associate Deputy Minister Sous-ministre et Sous-ministre délégué	7, 8(1), 9, 10, 11(2) to/à (6) incl., 12, 13 to/à 24 incl., 25, 26, 27, 28(1), (2), (4), 29(1), 33, 35(2)(b), 37(1)(b), 37(4), 43(1), 44(2), 52(2)(b), 52(3), 71; Reg./Règ. 6(1), 8.
Senior Assistant Deputy Minister and the Assistant Deputy Ministers Sous-ministre adjoint principal et les sous-ministres adjoints	7, 8(1), 9, 10, 11(2) to/à (6) incl., 12, 13 to/à 24 incl., 25, 26, 27, 28(1), (2), (4), 29(1), 33, 35(2)(b), 37(1)(b), 37(4), 43(1), 44(2), 52(2)(b), 52(3), 71; Reg./Règ. 6(1), 8.

Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur la protection des renseignements personnels

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Privacy Act**, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Department of Public Safety and Emergency Preparedness Canada, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la ***Loi sur la protection des renseignements personnels****, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le ministère de la Sécurité publique et Protection civile Canada, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the Privacy Act Articles de la Loi sur la protection des renseignements personnels
Access to Information and Privacy Coordinator Coordonnateur, Accès à l'information et protection des renseignements personnels	8(4), 8(5), 9, 10, 14, 15, 16, 17(2), 17(3)(b), 18(2), 33(2), 35(1)(b), 35(4), 36(3)(b); Reg./Règ. 9, 11(2), 11(4), 13(1), 14.

Dated, at the City of Ottawa, this ____th day of JUL 2 6 2006, 2006.

Daté, en la ville d'Ottawa, ce ____ième jour de ____________, 2006.

Stockwell Day

Stockwell Day, P.C., M.P. / Stockwell Day, C.P., député

Public Safety and Emergency Preparedness Canada

Sécurité publique et Protection civile Canada

*S.C. 1980-81-82-83, c.111

Access to Information and Privacy Act Delegation order / Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information et de la Loi sur la protection des renseignements personnels

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the Access to Information Act* and Privacy Act*, hereby designates the persons holding the positions set out in the schedule hereto, or the persons occupying on an acting basis those positions, to exercise the powers and functions of the Minister as the head of a government institution, that is, the Royal Canadian Mounted Police, under the section of the Act set out in the Schedule opposite each position. This designation replaces the designation dated April 23, 2003.

En vertu de l'article 73 de la Loi sur l'accès à l'information*, et la protection des renseignements personnels*, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, ainsi qu'aux personnes occupant à titre intérimaire lesdits postes, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, la Gendarmerie royale du Canada, investi par les articles de la Loi mentionnés en regard de chaque poste. Le présent document remplace et annule celui daté du 23 avril 2003.

Schedule / Annexe

Position-Poste	Privacy Act and Reg./Loi sur la protection des renseignements personnels et Règ.	Access to information Act and Reg./Loi sur l'accès à l'information et Règ.
Commissioner of the RCMP Commissaire de la GRC. Director Public Affairs & Information Directeur des relations publiques et de l'information . Departmental Access to Information and Privacy (ATIP) Coordinator Coordinateur ministériel de l'accès à l'information et de la protection des renseignements personnels (AIPRP).	Full Authority/Autorité Absolue	Full Authority/Autorité absolue
Commanding Officers Commandants Divisionnaires	Authority for/Autorité pour 8 (2) (j) and/et 8 (2) (m)	N.A.

Non-Commissioned Officers in charge of ATIP units Sous-officiers, responsables des unités de l'AIPRP.	Full Authority except/Autorité absolue à l'exception de 8 (2) (j) and/et 8 (2) (m)	7, 8 (1), 9, 11 (2) to/à (6) incl., 12(2) and all mandatory exemptions/et toutes les exceptions obligatoires. i.e./p. Ex. 13 (1), 16 (3), 19 (1), 20 (1) and/et 24 (1), and/et Reg./Règ. 6 (1), 8
Non-Commissioned Officers and public servants within ATIP sections (analysts) Sous-officiers et fonctionnaires au sein des unités de l'AIPRP (réviseurs).	14, 15 for all records/pour tous les dossiers; 17 (2) (b), 19 to/à 28 incl. For all employee records as designated in Info Source. For all other records requiring mandatory exemptions in their entirety/pour tous les dossiers d'employés tels que désignés dans Info Source et tous les dossiers nécessitant des exceptions obligatoires en entier and/et Reg./Règ. 9, 11 (2)	7, 8 (1) and 12 (2) (b) All records exempted in their entirety by mandatory exemptions/pour tous les dossiers nécessitant des exceptions obligatoires en entier i.e./p. Ex. 13 (1), 16 (3), 19 (1), 20 (1) and/et 24 (1), and/et Reg./Règ. 6 (1), 8

Dated, at the city of Ottawa,
this 24th Day of April, 2006

Daté, en la ville d'ottawa,
ce Jour de

Le Ministre de la Sécurité publique et Protection civile Canada
Stockwell Day, C.P., député

Stockwell Day, P.C., M.P.
Minister of Public Safety and Emergency Preparedness Canada
*S. C. 1980-81-82-83, c.111

The Delegation Order from the RCMP is also used for the Canada Firearms Centre.
Please refer to the RCMP Delegation Order.

Access to Information Act Delegation Order

Arrêté sur la délégation en vertu de la *Loi sur l'accès à l' information*

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Access to Information Act**, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Canadian Security Intelligence Service, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la *Loi sur l'accès a l'information*, le Ministre de la Sécurité publique et Protection Civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Service canadien du renseignement de sécurité, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the *Access to Information Act* Articles de la *Loi sur l'accès à l'information*
Director of CSIS Directeur du Service canadien du renseignement de sécurité	7, 8(1), 9, 10, 11(2) to/a (6) incl., 12(2), 12(3)(b), 13 to/à 24 incl., 25, 26, 27(1), (4), 28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 52(2)(b), 52(3), 71 Reg./Règ. 6(1), 8(1) (2)
Assistant Director, Secretariat Directeur adjoint du Secrétariat	7, 8(1), 9, 10, 11(2) to/a (6) incl., 12(2), 12(3)(b), 13 to/à 24 incl., 25, 26, 27(1), (4), 28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 52(2)(b), 52(3), 71 Reg./Règ. 6(1), 8(1), (2)

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Access to Information Act Delegation Order

Arrêté sur la délégation en vertu de la *Loi sur l'accès a l' information*

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Access to Information Act**, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Canadian Security Intelligence Service, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la *Loi sur l'accès a l'information*, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés a l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Service canadien du renseignement de sécurité, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the *Access to Information Act* Articles de la *Loi sur l'accès à l'information*
Deputy Director General, ATIP Sous-directeur général, AIPRP	7, 8(1), 9, 10, 11(2) to/à (6) incl., 12(2), 12(3)(b), 13, 15 to/à 24 incl., 25, 26, 27(1), (4), 28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 71 Req./Rèq. 6(1), 8(1), (2)

Dated, at the City Ottawa, this 24 th day of [illegible], 2006.

Daté, en la ville d'Ottawa, ce ____ième jour de __________, 2006.

Stockwell Day, P.C., M.P.
Minister of Public Safety and
Emergency Preparedness Canada

Stockwell Day, C.P., député
Ministre de la Sécurité publique
et Protection civile Canada

*S.C. 1980-81-82-83, c.111, Sch. I "73"
*R.S.C. 1985, c.A-1

Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur la protection des renseignements personnels

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Privacy Act**, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Canadian Security Intelligence Service, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la *Loi sur la Protection des renseignements personnels**, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Service canadien du renseignement de sécurité, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the *Privacy Act* Articles de la *Loi sur la protection des renseignements personnels*
Director of CSIS Directeur du Service canadien du renseignement de sécurité	8(2)(m), 8(4), 8(5), 9, 10, 14, 15, 16, 17(2), 17(3)(b), 18(2), 19 to/à 28 incl., 35(4), 51(2)(b), 51(3), Reg./Règ. 9, 11(2), (4), 13, 14
Assistant Director, Secretariat Directeur adjoint du Secrétariat	8(2)(m), 8(4), 8(5), 9, 10, 14, 15, 16, 17(2), 17(3)(b), 18(2), 19 to/à 28, incl., 35(4), 51(2)(b), 51(3), Reg./Règ. 9, 11(2), (4), 13, 14

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Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur la protection des renseignements personnels

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Privacy Act**, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Canadian Security Intelligence Service, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la *Loi sur la protection des renseignements personnels**, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Service canadien du renseignement de sécurité, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the *Privacy Act* Articles de la *Loi sur la protection des renseignements personnels*
Deputy Director General, ATIP Sous-directeur général, AIPRP	8(4), 8(5), 9, 10, 14, 15, 16, 17(2), 17(3)(b), 18(2), 19, 21 to/à 28 incl., 35(4), Reg./Règ. 9, 11(2), (4), 13, 14

Dated, at the City of Ottawa this 24 th day of April, 2006.

Daté, en la ville d'Ottawa, ____ième jour de __________, 2006.

Stockwell Day, P.C., M.P.
Minister of Public Safety and Emergency Preparedness Canada

Stockwell Day, C.P., député
Ministre de la Sécurité publique et Protection civile Canada

*S.C. 1980-81-82-83, c.111, Sch. I "73"

Access to Information Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the ***Access to Information Act****, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Correctional Service of Canada, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la ***Loi sur l'accès à l'information****, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Service correctionnel du Canada, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position	Sections of the Access to Information Act
Poste	Articles de la Loi sur l'accès à l'information
Commissioner Commissaire	Full delegation Pleine délégation
Senior Deputy Commissioner Sous-commissaire principal	Full delegation Pleine délégation
Assistant Commissioner, Policy, Planning and Coordination Commissaire adjoint, Politiques, planification et coordination	Full delegation Pleine délégation
Director, Access to Information and Privacy Directeur, Accès à l'information et protection des renseignements personnels	Full delegation Pleine délégation
Deputy Director, Access to Information and Privacy Directeur adjoint, Accès à l'information et protection des renseignements personnels	Full delegation Pleine délégation

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Access to Information Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the ***Access to Information Act****, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a Government institution, that is, the Correctional Service of Canada, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la ***Loi sur l'accès à l'information****, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Service correctionnel du Canada, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the Access to Information Act Articles de la Loi sur l'accès à l'information
Head, Disclosure Units (Senior Analysts) Chef, Unités de divulgation (Analystes principaux)	8(1), 9, 11(1) to/à (6), 12(2)-(3), 26, 27, 28(1), (2), (4) Regulations/règlements 6(1), 8

Dated, at the City of Ottawa, this
24 th day of April, 2006.

Daté, en la ville d'Ottawa, ce ____ième jour de
______________, 2006.

Stockwell Day, P.C., M.P. / Stockwell Day, C.P., député

Public Safety and
Emergency Preparedness Canada

Sécurité publique et
Protection civile Canada

*S.C. 1980-81-82-83, c.111

Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur la protection des renseignements personnels

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Privacy Act**, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Correctional Service of Canada, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la ***Loi sur la protection des renseignements personnels****, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Service correctionnel du Canada, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the Privacy Act Articles de la Loi sur la protection des renseignements personnels
Commissioner Commissaire	Full delegation Pleine délégation
Senior Deputy Commissioner Sous-commissaire principal	Full delegation Pleine délégation
Assistant Commissioner, Policy, Planning and Coordination Commissaire adjoint, Politiques, planification et coordination	Full delegation Pleine délégation
Director, Access to Information and Privacy Directeur, Accès à l'information et protection des renseignements personnels	Full delegation except 8(2)(j), (m) Pleine délégation à l'exception de 8(2)
Deputy Director, Access to Information and Privacy Directeur adjoint, Accès à l'information et protection des renseignements personnels	Full delegation except 8(2)(j), (m) Pleine délégation à l'exception de 8(2)
Head, Disclosure Units (Senior Analysts) Chef, Unités de divulgation (Analystes principaux)	Full delegation except 8(2)(j), (m) Pleine délégation à l'exception de 8(2)

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Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur la protection des renseignements personnels

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Privacy Act**, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Correctional Service of Canada, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la ***Loi sur la protection des renseignements personnels****, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Service correctionnel du Canada, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the Privacy Act Articles de la Loi sur la protection des renseignements personnels
Regional Deputy Commissioner Sous Commissaires régionaux	Full delegation except 8(2)(j), (m) Pleine délégation à l'exception de 8(2)(j), (m)
Wardens and District Directors Directeurs et Directeurs de district	Full delegation except 8(2)(j), (m) Pleine délégation à l'exception de 8(2)(j), (m)

Dated, at the City of Ottawa, this
24 th day of April, 2006.

Daté, en la ville d'Ottawa, ce ____ième jour de
______________, 2006.

Stockwell Day, P.C., M.P. / Stockwell Day, C.P., député

Public Safety and
Emergency Preparedness Canada

Sécurité publique et
Protection civile Canada

*S.C. 1980-81-82-83, c.111

Access to Information Act Delegation Order

Arrêté sur la délégation, en vertu de la Loi sur l'accès à l'information

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the Access to Information Act*, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the National Parole Board, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la Loi sur l'accès à l'information*, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, la Commission nationale des libérations conditionnelles, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position **Poste**	**Sections of the Access to Information Act and Regulations** **Articles de la Loi sur l'accès à l'information et règlements**
Chairman **Président**	**Act/Loi** 7, 8(1), 9, 10, 11(2) to/à (6) incl., 12(2), 13 to/à 24 incl., 25, 26, 27, 28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 52(2), 52(3), 71 **Regulations/Règlements** 6(1) and 8
Executive Vice-Chairperson **Première Vice-Présidente**	**Act/Loi** 7, 8(1), 9, 10, 11(2), to/à (6) incl., 12(2), 13 to/à 24 incl., 25, 26, 27, 28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 52(2), 52(3), 71 **Regulations/Règlements** 6(1) and 8

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The Minister of Pu8blic Safety and Emergency Preparedness Canada, pursuant to section 73 of the Access to Information Act*, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the National Parole Board, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la Loi sur l'accès à l'information*, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, la Commission nationale des libérations conditionnelles, investi par les articles de la Loi mentionnés en regard de chaque poste.

Director,Communications and Access to Information & Privacy **Directeur des Communications et de l'Accès à l'information et à la protection des renseignements personnels.**	**Act/Loi** 7, 8(1), 9, 10, 11(2) to/à (6) incl., 12(2), 13, 15 to/à 24 incl., 25, 26, 27, 28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 52(2), 52(3), 71 **Regulations/Règlements** 6(1) and 8
Analyst, Access to Information And Privacy **Analyste, Accès à l'information et protection des renseignements personnels**	**Act/Loi** 7, 8(1), 9, 11(2) to/à 11(5), 12(2) **Regulations/Règlements** 6(1)

…/3

Dated, at the City of Ottawa,
this 24th day of April, 2006.

Daté, en la ville d'Ottawa, ce
__ième jour de __________, 2006.

Stockwell Day, P.C., M.P./ Stockwell Day, C.P., député
Public Safety and Emergency Preparedness Canada
Sécurité publique et de la Protection civile Canada

Privacy Act Delegation Order

Arrêté sur la délégation, en vertu de la Loi sur la protection des renseignements personnels

The Minister of Pubilc Safety and Emergency Preparedness Canada, pursuant to section 73 of the Privacy Act*, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the National Parole Board, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la Loi sur la protection des renseignements personnels*, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, la Commission nationale des libérations conditionnelles, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule

Annexe

Position **Poste**	**Sections of the Privacy Act** **Articles de la Loi sur la protection des renseignements personnels**
Chairman **Président**	**Act/Loi** 8(2)(j), (m), 8(4), 8(5), 9, 10, 14, 15, 17(2), 19 to/à 28 incl., 35(4), 51(2), 51(3) **Regulations/Règlements** 9, 11(2), 11(4), 13(1) and 14
Executive Vice-Chairperson **Première Vice-Présidente**	**Act/Loi** 8(2)(j), (m), 8(4), 8(5), 9, 10, 14, 15, 17(2), 19 to/à 28 incl., 35(4), 51(2), 51(3) **Regulations/Règlements** 9, 11(2), 11(4), 13(1) and 14

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Privacy Act Delegation Order

Arrête sur la délégation, en vertu de la Loi sur la protection des renseignements personnels

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the Privacy Act*, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the National Parole Board, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la Loi sur la protection des renseignements personnels*, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, la Commission nationale des libérations conditionnelles, investi par les articles de la Loi mentionnés en regard de chaque poste.

Director, Communications and Access to Information & Privacy	**Act/Loi** 8(4), 8(5), 9, 10, 14, 15, 16, 17(2), 19, 21 to/à 28 incl. 35(4), 51(2), 51(3)
Directeur des Communications et de l'Accès à l'information et à la protection des renseignements personnels.	**Regulations/Règlements** 9, 11(2), 11(4), 13(1) and 14
Analyst, Access to Information and Privacy	**Act/Loi** 8(4), 8(5), 9, 10, 14, 15, 16, 17(2), 19, 21 to/à 28 incl. 35(4), 51(2), 51(3)
Analyste, Accès à l'information et protection des renseignements personnels	**Regulations/Règlements** 9, 11(2), 11(4), 13(1) and 14

.../3

Dated, at the City of Ottawa,
this 24th day of April, 2006.

Daté, en la ville d'Ottawa, ce
__ième jour de ___________, 2006.

Stockwell Day, P.C., M.P. / Stockwell Day, C.P., député
Public Safety and Emergency Preparedness Canada
Sécurité publique et de la Protection civile Canada

DESIGNATION ORDER - CBSA
ACCESS TO INFORMATION ACT & ACCESS TO INFORMATION REGULATIONS

	Access to Information Act – Section 73																														*ATI Regulations*			
SECTIONS	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	33	35	37	43	44	52	71	5	6	7	8
President	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
[illegible]																																		
Vice-President	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
[illegible]																																		
Vice-President	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Corporate Secretary	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Director, Legislative Affairs and ATIP	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Manager	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Team Leader (ATI)	X	X	X		X	X							X					X			X	X					X	X						
ATIP Advisor (ATI)	X		X		X	X															X	X					X	X						
[illegible]																																		
Vice-President	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
[illegible]																																		
Vice-President	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

DESIGNATION ORDER - CBSA
ACCESS TO INFORMATION ACT & ACCESS TO INFORMATION REGULATIONS (cont'd)

Legend:

Access to Information Act - sections
7: notice where access requested
8: transfer of request
9: extension of time limits
10: refusal of access
11: fees
12: access to record
13: exemption - information obtained in confidence
14: exemption – federal-provincial affairs
15: exemption - international affairs & defence
16: exemptions - law enforcement & investigations
17: exemption - safety of individuals
18: exemption - economic interests of Canada
19: exemption - personal information
20: exemption - third party information
21: exemption - advice, etc.
22: exemption - testing procedures, tests & audits
23: exemption – solicitor-client privilege
24: exemption - statutory prohibitions
25: exemption – severability
26: exemption – refusal of access where info to be published
27: notice to third parties
28: representations of third party & decision
29: recommendations
33: investigation – notice to third parties
35: investigations in private
37: findings and recommendations
43: review by the federal court - notice to third parties
44: review by the federal court - third party may apply for review
52: applications relating to international affairs and defence
71: public reading rooms
ATI Regulations - sections
5: examination
6: transfer of request
7: fees
8: access

Dated, at the City of Ottawa, this 24 th day of April, 2006.

Stockwell Day, P.C., M.P. / Stockwell Day, C.P., député

DESIGNATION ORDER - CBSA
PRIVACY ACT & PRIVACY ACT REGULATIONS

[redacted]																																
SECTIONS	8(2)(j)	8(2)(m)	8(4)	8(5)	9	10	14	15	16	17	18	19	20	21	22(1)	22(2)	23	24	25	26	27	28	33	35	51	9	11	13	14
President	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
[redacted]																													
Vice-President	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
[redacted]																													
Vice-President	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Corporate Secretary	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Director, Legislative Affairs and ATIP	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Manager	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Team Leader (Privacy)							X	X												X									
ATIP Advisor (Privacy)							X																						
[redacted]																													
Vice-President	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Regional Directors General	X																												
Directors General	X																												
[redacted]																													
Vice-President	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

DESIGNATION ORDER - CBSA
***PRIVACY ACT & PRIVACY ACT REGULATIONS* (cont'd)**

Legend:

Privacy Act - sections
8(2)(j) and (m): disclosure of personal information
8(4): copies of requests under paragraph (2)(e) to be retained
8(5): notice of disclosure under paragraph (2)(m)
9: record of disclosures to be retained / consistent uses
10: personal information to be included in personal information banks
14: notice where access requested
15: extension of time limits

16: where access is refused

17: form of access
18: refuse access – exempt bank
19: exemption - personal information obtained in confidence
20: exemption - federal-provincial affairs
21: exemption - international affairs and defence
22(1): exemption - law enforcement and investigation
22(2): exemption - policing services for provinces or municipalities
23: exemption - security clearances
24: exemption - individuals sentenced for an offence

25: exemption - safety of individuals

26: exemption - information about another individual
27: exemption - solicitor-client privilege
28: exemption - medical record
33: investigation in private
35: findings and recommendations / access to be given

51: actions relating to international affairs and defence

Privacy Regulations - sections

9: examination
11: correction
13: disclosure of information - authorization
14: disclosure of information - examination

Dated, at the City of Ottawa, this 24 th day of April, 2006.

Stockwell Day, P.C., M.P. / Stockwell Day, C.P., député

Access to Information Act
Delegation Order

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Access to Information Act**, hereby designates the persons holding the positions set out in the schedule below to exercise the powers and perform the duties and functions of the Minister as the head of a government institution -- that is **the Office of the Inspector General of the Canadian Security Intelligence Service** -- under the sections of the *Act* set out in the schedule for each position.

Arrêté sur la délégation en vertu de la *Loi sur l'accès à l'information*

En vertu de l'article 73 de la ***Loi sur l'accès à l'information****, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-dessous, les attributions dont il est investi, en qualité de responsable d'une institution fédérale -- c'est-à-dire, **le Bureau de l'Inspecteur général du Service canadien du renseignement de sécurité** -- par les articles de la *Loi* mentionnés en regard de chaque poste.

Schedule / Annexe

Position: Inspector General — **Poste :** Inspecteur général

7, 8(1), 9, 10, 11(2) to/à (6) incl., 12, 13 to/à 24 incl., 25, 26, 27,
28(1), (2), (4), 29(1), 33, 35(2)(b), 37(4), 43(1), 44(2), 52(2)(b), 52 (3), 71,
Regs./Règs. 6(1), 8

Position: Assistant Inspector General — **Poste :** Inspecteur général adjoint

7, 8(1), 9, 10, 11(2) to/à (6) incl., 12, 13 to/à 24 incl., 25, 26, 27,
28(1), (2), (4), 29(1), 33, 35(2)(b), 37(4), 43(1), 44(2), 52(2)(b), 52(3), 71,
Regs./Règs. 6(1), 8

Position: Access to Information and Privacy Coordinator — **Poste :** Coordonnateur, Accès à l'information et protection des renseignements personnels

7, 8(1), 9, 10, 11(2) to /à (6) incl., 12, 25,
28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 71,
Regs./Règs. 6(1), 8

Dated, at the City of Ottawa, this
22th day of April 2006.

Daté, en la ville d'Ottawa, ce
____ e(r) jour de ________ 2006.

Stockwell Day, P.C., M.P.
Public Safety and
Emergency Preparedness Canada

Stockwell Day, C.P., député
Sécurité publique et
Protection civile Canada

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* S.C. 1980-81-82-83, c. 111

Privacy Act
Delegation Order

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Privacy Act**, hereby designates the persons holding the positions set out in the schedule below to exercise the powers and perform the duties and functions of the Minister as the head of a government institution -- that is **the Office of the Inspector General of the Canadian Security Intelligence Service** -- under the sections of the *Act* set out in the schedule for each position.

Arrêté sur la délégation en vertu de la *Loi sur la protection des renseignements personnels*

En vertu de l'article 73 de la ***Loi sur la protection des renseignements personnels****, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-dessous, les attributions dont il est investi, en qualité de responsable d'une institution fédérale -- c'est-à-dire, **le Bureau de l'Inspecteur général du Service canadien du renseignement de sécurité** -- par les articles de la *Loi* mentionnés en regard de chaque poste.

Schedule

Annexe

Position: Inspector General

Poste : Inspecteur général

8(2)(j), 8(2)(m), 8(4), 8(5), 9, 10, 14, 15, 17,
18(2), 19 to/à 28 incl., 35(1)(b), 35(4), 51(2)(b), 51(3)
Regs./Règs. 9, 11(2), 11(4), 13(1), 14

Position: Assistant Inspector General

Poste : Inspecteur général adjoint

8(2)(j), 8(2)(m), 8(4), 8(5), 9, 10, 14, 15, 17,
18(2), 19 to/à 28 incl., 35(1)(b), 35(4), 51(2)(b), 51(3)
Regs./Règs. 9, 11(2), 11(4), 13(1), 14

Position: Access to Information and Privacy Coordinator

Poste : Coordonnateur, Accès à l'information et protection des renseignements personnels

8(4), 8(5), 9, 10, 14, 15, 16, 17, 18(2), 35(4),
Regs./Règs. 9, 11(2), 11(4), 13(1), 14

Dated, at the City of Ottawa, this
27 th day of Apl 2006.

Daté, en la ville d'Ottawa, ce
______ $^{e(r)}$ jour de ______ 2006.

Stockwell Day, P.C., M.P.
Public Safety and
Emergency Preparedness Canada

Stockwell Day, C.P. député
Sécurité publique et
Protection civile Canada

* S.C. 1980-81-82-83, c. 111

Access to Information Act Delegation Order

Arrêté sur la délégation en vertu de la *Loi sur l'accès à l'information*

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Access to Information Act*,* hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the RCMP External Review Committee, under the sections of the *Act* set out in the schedule opposite each position.

En vertu de l'article 73 de la *Loi sur l'accès à l'information**, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Comité externe d'examen de la Gendarmerie royale du Canada, investi par les articles de la *Loi* mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the *Access to Information Act* Articles de la *Loi sur l'accès à l'information*
Chairman Président	7, 8(1), 9, 10, 11(2) to/à (6) incl., 12(2), 13 to/à 24 incl., 25, 26, 27, 28(1), (4), (5), (6), (8), 29(1), 33, 37(4), 43(1), 44(2), 52(2), 52(3), 71, Reg./Règ. 6(1), 8
Vice-Chairman Vice-président	7, 8(1), 9, 10, 11(2) to/à (6) incl., 12(2), 13 to/à 24 incl., 25, 26, 27, 28(1), (4), (5), (6), (8), 29(1), 33, 37(4), 43(1), 44(2), 52(2), 52(3), 71, Reg./Règ. 6(1), 8

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Access to Information Act*,* hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the RCMP External Review Committee, under the sections of the *Act* set out in the schedule opposite each position.

En vertu de l'article 73 de la *Loi sur l'accès à l'information**, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Comité externe d'examen de la Gendarmerie royale du Canada, investi par les articles de la *Loi* mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the *Access to Information Act* Articles de la *Loi sur l'accès à l'information*
Executive Director and Senior Counsel Directeur exécutif et Avocat principal	7, 8(1), 9, 10, 11(2) to/à (6) incl., 12(2), 25, 28(1), (4), (6), (8), 29(1), 33, 37(4), 43(1), 44(2), 52(2), 52(3), 71, Reg./Règ. 6(1), 8

Dated at the City of Ottawa this 24 th
day of April, 2006.

Daté en la ville d'Ottawa ce ____ ième jour
de ____________, 2006.

Stockwell Day, P.C., MP
Public Safety and Emergency Preparedness Canada

Stockwell Day, C.P., député
Sécurité publique et Protection civile
Canada

*R.S.C., 1985, c. A-1

*L.R.C. (1985), ch. A-1

Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la *Loi sur la protection des renseignements personnels*

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Privacy Act*,* hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the RCMP External Review Committee, under the sections of the *Act* set out in the schedule opposite each position.

En vertu de l'article 73 de la *Loi sur la protection des renseignements personnels**, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Comité externe d'examen de la Gendarmerie royale du Canada, investi par les articles de la *Loi* mentionnés en regard de chaque poste.

Schedule

Annexe

Position	Sections of the *Privacy Act*
Poste	Articles de la *Loi sur la protection des renseignements personnels*
Chairman Président	8(2)(j), 8(2)(m), 8(4), 8(5), 10, 15, 17(2), 18(2), 19 to/à 28 incl., 35(4), 51(2), 51(3), Reg./Règ. 9, 11(2), 11(4), 13(1), 14
Vice-Chairman Vice-président	8(2)(j), 8(2)(m), 8(4), 8(5), 10, 15, 17(2), 18(2), 19 to/à 28 incl., 35(4), 51(2), 51(3), Reg./Règ. 9, 11(2), 11(4), 13(1), 14

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Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la *Loi sur la protection des renseignements personnels*

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the *Privacy Act*,* hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the RCMP External Review Committee, under the sections of the *Act* set out in the schedule opposite each position.

En vertu de l'article 73 de la *Loi sur la protection des renseignements personnels**, le Ministre de la Sécurité publique et Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Comité externe d'examen de la Gendarmerie royale du Canada, investi par les articles de la *Loi* mentionnés en regard de chaque poste.

Schedule

Annexe

Position Poste	Sections of the *Privacy Act* Articles de la *Loi sur la protection des renseignements personnels*
Executive Director and Senior Counsel Directeur exécutif et Avocat principal	8(4), 8(5), 10, 15, 16, 17(2), 18(2), 35(4), 51(2), 51(3), Reg./Règ. 9, 11(2), 11(4), 13(1), 14

.../3

Dated at the City of Ottawa this 24 th
day of April, 2006

Daté en la ville d'Ottawa ce ____ ième jour
de ____________, 2006

Stockwell Day, P.C., MP
Public Safety and Emergency Preparedness Canada

Stockwell Day, C.P., député
Sécurité publique et Protection civile
Canada

*R.S.C., 1985, c. P-21

*L.R.C. (1985), ch. P-21

Access to Information Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the Access to Information Act*, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Commission for Public Complaints against the Royal Canadian Mounted Police, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la Loi sur l'accès à l'information*, le Ministre de la Sécurité publique et de la Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, la Commission des plaintes du public contre la Gendarmerie royale du Canada, investie par les articles de la Loi mentionnés en regard de chaque poste.

Schedule
Annexe

Position Poste	Sections of the Access to Information Act Articles de la Loi sur l'accès à l'information
Chairman Président	7, 8(1), 9, 10, 11(2) to/à (6) incl., 12(2), 13 to/à 24 incl., 25, 26, 27, 28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 71
Executive Director Directeur exécutif	7, 8(1), 9, 10, 11(2) to/à (6) incl., 12(2), 13 to/à 24 incl., 25, 26, 27, 28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 71

Access to Information Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information

	Regulations respecting Access to information Règlements sur l'accès à l'information
Chairman Président	6(1), 8
Executive Director Directeur exécutif	6(1), 8

Dated, at the City of Ottawa this
_24_ th day of _April_ 2006.

Daté, en la ville d'Ottawa, ce
_____ième jour de _____________ 2006.

Stockwell Day, P.C., M.P.
Minister of Public Safety and Emergency Preparedness Canada

Stockwell Day, C.P., député
Ministre de la Sécurité publique et Protection civile Canada

*S.C. 1980-81-82-83, c.111

Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur la protection des renseignements personnels

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the Privacy Act*, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Commission for Public Complaints against the Royal Canadian Mounted Police, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la Loi sur la protection des renseignements personnels*, le Ministre de la Sécurité publique et de la Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, la Commission des plaintes du public contre la Gendarmerie royale du Canada, investie par les articles de la Loi mentionnés en regard de chaque poste.

Schedule
Annexe

Position Poste	Sections of the Privacy Act Articles de la Loi sur la protection des renseignements personnels
Chairman Président	8(2)(j), 8(2)(m), 8(4), 8(5), 9, 10, 14, 15, 17(2), 18(2), 19 to/à 28 incl., 35 (4)
Executive Director Directeur exécutif	8(2)(j), 8(2)(m), 8(4), 8(5), 9, 10, 14, 15, 17(2), 18(2), 19 to/à 28 incl., 35(4)

Regulations respecting Privacy

Règlements sur la protection des renseignements personnels

Chairman Président	9,11(2), 11(4), 13(1), 14
Executive Director Directeur exécutif	9,11(2), 11(4), 13(1), 14

Dated, at the City of Ottawa this
24 th day of April 2006.

Daté, en la ville d'Ottawa, ce
____ième jour de ____________ 2006.

Stockwell Day, P.C., M.P.
Minister of Public Safety and Emergency Preparedness Canada

Stockwell Day, C.P., député
Ministre de la Sécurité publique et Protection civile Canada

*S.C. 1980-81-82-83, c.111

Access to Information Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur l'accès à l'information

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the Access to Information Act, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a governement institution, that is, the Office of the Correctional Investigator, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la Loi sur l'accès à l'information, le Ministre de la Sécurité publique et de la Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est à dire, le Bureau de l'enquêteur correctionnel, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule
Annexe

Position Poste	Sections of the Access to Information Act Articles de la Loi sur l'accès à l'information
Correctional Investigator Enquêteur correctionnel	7, 8(1), 9, 10, 11(2) to/à (6) incl., 12(2), 13, 14, 15 to/à 24 incl.25, 26, 27, 28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 71.
	Sections of the Regulations Articles des Règlements
	6(1), 8.
Access to Information and Privacy Coordinator Coordonnateur, Accès à l'information et protection des renseignements personnels	7, 8 (1), 9, 10, 12(2), 25, 28(1), (2), (4), 29(1), 33, 37(4), 43(1), 44(2), 71.

Dated, at the City of Ottawa this
24 th day of April 2006.

Daté, en la ville d'Ottawa, ce
____ième jour de _________ 2006.

Stockwell Day, P.C., M.P. / Stockwell Day, C.P., député

Minister of Public Safety and Emergency Preparedness Canada
Ministre de la Sécurité publique et Protection civile Canada

Privacy Act Delegation Order

Arrêté sur la délégation en vertu de la Loi sur la protection des renseignements personnels

The Minister of Public Safety and Emergency Preparedness Canada, pursuant to section 73 of the Privacy Act, hereby designates the persons holding the positions set out in the schedule hereto to exercise the powers and perform the duties and functions of the Minister as the head of a government institution, that is, the Office of the Correctional Investigator, under the sections of the Act set out in the schedule opposite each position.

En vertu de l'article 73 de la Loi sur la protection des renseignements personnels, le Ministre de la Sécurité publique et de la Protection civile Canada délègue aux titulaires des postes mentionnés à l'annexe ci-après, les attributions dont il est, en qualité de responsable d'une institution fédérale, c'est-à-dire, le Bureau de l'enquêteur correctionnel, investi par les articles de la Loi mentionnés en regard de chaque poste.

Schedule
Annexe

Position Poste	Sections of the Privacy Act Articles de la Loi sur la protection des renseignements personnels
Correctional Investigator Enquêteur correctionnel	8(2)(j), 8(2)(m), 8(4), 8(5), 9, 10, 14, 15, 17(2), 19 to/à 28 incl., 35(4), reg./règ. 11(2).
	Sections of the Regulations Articles des Règlements
	9, 11(2), 11(4), 13(1), 14
Access to Information and Privacy Coordinator Coordonnateur, Accès à l'information et protection des renseignements personnels	8(4), 8(5), 9, 10, 14, 15, 16, 17(2), 35(4), reg./règ. 11(2)

Dated, at the City of Ottawa this
_24_ th day of _April_ 2006.

Daté en la ville d'Ottawa, ce
____ième jour de __________ 2006.

Stockwell Day, P.C., M.P. / Stockwell Day, C.P., député

Minister of Public Safety and Emergency Preparedness Canada
Ministre de la Sécurité publique et Protection civile Canada

ANNEX B – Statistical Reports

Government of Canada Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATION

Institution	PUBLIC SAFETY SÉCURITÉ PUBLIQUE			Reporting period Période visée par le rapport 4/1/2006 to/à 3/31/2007	
Source	Media Médias 141	Academia Secteur universitaire 6	Business Secteur commercial 15	Organization Organisme 29	Public 38

I *Requests under the Access to Information Act* *Demandes en vertu de la Loi sur l'accès à l'information*

Received during reporting period Reçues pendant la période visée par le rapport	229
Outstanding from previous period En suspens depuis la période antérieure	56
TOTAL	285
Completed during reporting period Traitées pendant la période visée par le rapport	214
Carried forward Reportées	71

II *Disposition of requests completed* *Disposition à l'égard des demandes traitées*

1.	All disclosed Communication totale	32	6.	Unable to process Traitement impossible	69
2.	Disclosed in part Communication partielle	97	7.	Abandoned by applicant Abandon de la demande	9
3.	Nothing disclosed (excluded) Aucune communication (exclusion)	1	8.	Treated informally Traitement non officiel	0
4.	Nothing disclosed (exempt) Aucune communication (exemption)	4		TOTAL	214
5.	Transferred Transmission	2			

III *Exemptions invoked* *Exemptions invoquées*

S. Art. 13(1)(a)	34	S. Art. 16(1)(a)	18	S. Art. 18(b)	0	S. Art. 21(1)(a)	55
(b)	2	(b)	16	(c)	0	(b)	31
(c)	7	(c)	20	(d)	3	(c)	22
(d)	2	(d)	1	S. Art. 19(1)	51	(d)	14
S. Art. 14	36	S. Art. 16(2)	31	S. Art. 20(1)(a)	5	S. Art. 22	11
S. 15(1) International rel. Art. Relations intern.	8	S. Art. 16(3)	0	(b)	8	S. Art. 23	26
Defence Défense	69	S. Art. 17	1	(c)	2	S. Art. 24	4
Subversive activities Activités subversives	0	S. Art. 18(a)	0	(d)	1	S. Art. 26	0

IV *Exclusions cited* *Exclusions citées*

S. Art. 68(a)	2	S. Art. 69(1)(c)	4
(b)	0	(d)	1
(c)	0	(e)	24
S. Art. 69(1)(a)	13	(f)	0
(b)	0	(g)	36

V *Completion time* *Délai de traitement*

30 days or under 30 jours ou moins	93
31 to 60 days De 31 à 60 jours	22
61 to 120 days De 61 à 120 jours	35
121 days or over 121 jours et plus	64

VI *Extensions* *Prorogations des délais*

	30 days or under 30 jours ou moins	31 days or over 31 jours ou plus
Searching Recherche	5	4
Consultation	6	85
Third party Tiers	0	0
TOTAL	11	89

VII *Translations* *Traductions*

Translations requested Traductions demandées		0
Translations prepared Traductions préparées	English to French De l'anglais au français	0
	French to English Du français à l'anglais	0

VIII *Method of access* *Méthode de communication*

Copies given Copies de l'original	128
Examination Examen de l'original	0
Copies and examination Copies et examen	1

IX *Fees* *Frais*

Net fees collected Frais nets perçus			
Application fees Frais de la demande	$990,00	Preparation Préparation	$0,00
Reproduction	$168,40	Computer processing Traitement informatique	$0,00
Searching Recherche	$650,00	TOTAL	$1 808,40

Fees waived Dispense de frais	No. of times Nombre de fois	$
$25.00 or under 25 $ ou moins	97	$608,10
Over $25.00 De plus de 25 $	42	$3 065,80

X *Costs* *Coûts*

Financial (all reasons) Financiers (raisons)	($000)
Salary Traitement	
Administration (O and M) Administration (fonctionnement et maintien)	
TOTAL	

Person year utilization (all reasons) Années-personnes utilisées (raisons)	
Person year (decimal format) Années-personnes (nombre décimal)	

Government of Canada Gouvernement du Canada

REPORT ON THE PRIVACY ACT

RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution PUBLIC SAFETY SÉCURITÉ PUBLIQUE	Reporting period Période visée par le rapport 4/1/2006 to/à 3/31/2007

I *Requests under the Privacy Act* *Demandes en vertu de la Loi sur la protection des renseignements personnels*

Received during reporting period Reçues pendant la période visée par le rapport	11
Outstanding from previous period En suspens depuis la période antérieure	0
TOTAL	11
Completed during reporting period Traitées pendant la période visée par le rapport	9
Carried forward Reportées	2

II *Disposition of requests completed* *Disposition à l'égard des demandes traitées*

1.	All disclosed Communication totale	1
2.	Disclosed in part Communication partielle	3
3.	Nothing disclosed (excluded) Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) Aucune communication (exemption)	0
5.	Unable to process Traitement impossible	5
6.	Abandoned by applicant Abandon de la demande	0
7.	Transferred Transmission	0
TOTAL		9

III *Exemptions invoked* *Exceptions invoquées*

S. Art. 18(2)	0
S. Art. 19(1)(a)	0
(b)	0
(c)	0
(d)	0
S. Art. 20	0
S. Art. 21	3
S. Art. 22(1)(a)	1
(b)	1
(c)	0
S. Art. 22(2)	0
S. Art. 23(a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	2
S. Art. 27	0
S. Art. 28	0

IV *Exclusions cited* *Exclusions citées*

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V *Completion time* *Délai de traitement*

30 days or under 30 jours ou moins	5
31 to 60 days De 31 à 60 jours	2
61 to 120 days De 61 à 120 jours	1
121 days or over 121 jours ou plus	1

VI *Extensions* *Prorogations des délais*

	30 days or under 30 jours ou moins	31 days or over 31 jours ou plus
Interference with operations Interruption des opérations	0	0
Consultation	1	0
Translation Traduction	0	0
TOTAL	1	0

VII *Translations* *Traductions*

Translations requested Traductions demandées		0
Translations prepared Traductions préparées	English to French De l'anglais au français	0
	French to English Du français à l'anglais	0

VIII *Method of access* *Méthode de consultation*

Copies given Copies de l'original	4
Examination Examen de l'original	0
Copies and examination Copies et examen	0

IX *Corrections and notation* *Corrections et mention*

Corrections requested Corrections demandées	0
Corrections made Corrections effectuées	0
Notation attached Mention annexée	0

X *Costs* *Coûts*

Financial (all reasons) Financiers (raisons)	($000)
Salary Traitement	
Administration (O and M) Administration (fonctionnement et maintien)	
TOTAL	

Person year utilization (all reasons) Années-personnes utilisées (raisons)	
Person year (decimal format) Années-personnes (nombre décimal)	

Government of Canada Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution	Royal Canadian Mounted Police			Reporting period / Période visée par le rapport 4/1/2006 - 3/31/2007	
Source	Media / Médias 228	Academia / Secteur universitaire 12	Business / Secteur commercial 179	Organization / Organisme 19	Public 473

I *Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information*

Received during reporting period / Reçues pendant la période visée par le rapport	911
Outstanding from previous period / En suspens depuis la période antérieure	483
TOTAL	1394
Completed during reporting period / Traitées pendant la période visée par le rapport	1168
Carried forward / Reportées	226

Disposition of requests completed / Disposition à l'égard des demandes traitées

1	All disclosed / Communication totale	182	6	Unable to process / Traitement impossible	223
2	Disclosed in part / Communication partielle	504	7	Abandoned by applicant / Abandon de la demande	136
3	Nothing disclosed (excluded) / Aucune communication (exclusion)	2	8	Treated informally / Traitement non officiel	4
4	Nothing disclosed (exempt) / Aucune communication (exemption)	112		TOTAL	1168
5	Transferred / Transmission	5			

IV *Exemptions invoked / Exceptions invoquées*

S. Art. 13(1)(a)	51	S. Art 16(1)(a)	311	S. Art. 18(b)	0	S. Art. 21(1)(a)	33
(b)	4	(b)	79	(c)	0	(b)	14
(c)	79	(c)	86	(d)	8	(c)	4
(d)	36	(d)	1	S. Art. 19(1)	511	(d)	7
S. Art 14	9	S. Art. 16(2)	257	S. Art. 20(1)(a)	7	S. Art 22	3
S. Art 15(1) International rel. / Relations internat.	6	S. Art 16(3)	1	(b)	2	S. Art 23	52
Defence / Défense	31	S. Art 17	5	(c)	4	S. Art. 24	3
Subversive activities / Activités subversives	0	S. Art 18(a)	0	(d)	1	S. Art 26	12

IV *Exclusions cited / Exclusions citées*

S. Art. 68(a)	3	S. Art. 69(1)(c)	4
(b)	0	(d)	0
(c)	0	(e)	5
S. Art. 69(1)(a)	7	(f)	0
(b)	0	(g)	10

Completion time / Délai de traitement

30 days or under / 30 jours ou moins	300
31 to 60 days / De 31 à 60 jours	198
61 to 120 days / De 61 à 120 jours	172
121 days or over / 121 jours ou plus	498

VI *Extensions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	195	670
Consultation	2	0
Third party / Tiers	1	0
TOTAL	198	670

Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

Method of access / Méthode de consultation

Copies given / Copies de l'original	668
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX *Fees / Frais*

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$3375.00	Preparation / Préparation	$0.00
Reproduction	$39.00	Computer processing / Traitement informatique	$0.00
Searching / Recherche	$1295.00	TOTAL	$4709.00

Fees waived / Dispense de frais	No. of times / Nombre de fois	$	
$25.00 or under / 25 $ ou moins	200	$	$1000.00
Over $25.00 / De plus de 25 $	13	$	$8770.80

Costs / Coûts

Financial (all reasons) / Financiers (raisons)		
Salary / Traitement	$	718251.08
Administration (O and M) / Administration (fonctionnement et maintien)	$	86,273.15
TOTAL	$	804524.23

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	11.072

TBS/SCT 350-62 (Rev. 1999/03)

Government of Canada Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	Royal Canadian Mounted Police	Reporting period / Période visée par le rapport 4/1/2006 – 3/31/2007

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	1969
Outstanding from previous period / En suspens depuis la période antérieure	618
TOTAL	2587
Completed during reporting period / Traitées pendant la période visée par le rapport	2289
Carried forward / Reportées	298

II Disposition of request completed / Disposition à l'égard des demandes traitées

1	All disclosed / Communication totale	116
2.	Disclosed in part / Communication partielle	1475
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	1
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	167
5.	Unable to process / Traitement impossible	350
6.	Abandoned by applicant / Abandon de la demande	172
7.	Transferred / Transmission	8
TOTAL		2289

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	5
S. Art. 19(1)(a)	48
(b)	8
(c)	232
(d)	67
S. Art. 20	0
S. Art. 21	3
S. Art. 22(1)(a)	753
(b)	427
(c)	1
S. Art. 22(2)	1
S. Art. 23 (a)	22
(b)	0
S. Art. 24	3
S. Art. 25	10
S. Art. 26	1446
S. Art. 27	102
S. Art. 28	26

TBS/SCT 350-63 (Rev. 1999/03)

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	2
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	690
31 to 60 days / De 31 à 60 jours	585
61 to 120 days / De 61 à 120 jours	354
121 days or over / 121 jours ou plus	660

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	582	1014
Consultation	2	0
Translation / Traduction	1	0
TOTAL	585	1014

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	1591
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	15
Corrections made / Corrections effectuées	8
Notation attached / Mention annexée	7

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)		
Salary / Traitement	$	1,407,599.90
Administration (O and M) / Administration (fonctionnement et maintien)	$	169,074.69
TOTAL	$	1,576,674.59
Person year utilization (all reasons) / Années-personnes utilisées (raisons)		
Person year (decimal format) / Années-personnes (nombre décimal)		21.699

Government of Canada

REPORT ON THE ACCESS TO INFORMATION ACT

RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À 'INFORMATION

Institution	Canada Firearms Centre Centre des armes à feu Canada			Reporting period / Période visée par le rapport 1/04/2006 TO / AU 3/31/2007	
Source Source	Media / Médias 13	Academia / Secteur universitaire 0	Business / Secteur commercial 14	Organization / Organisme 8	Public 15

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period Reçues pendant la période visée par le rapport	50
Outstanding from previous period En suspens depuis la période antérieure	8
TOTAL	58
Completed during reporting period Traitées pendant la période visée par le rapport	49
Carried forward Reportées	9

II Disposition of requests completed / Dispositions prises à l'égard des demandes traitées

1.	All disclosed Communication totale	14	6.	Unable to process Traitement impossible	10
2.	Disclosed in part Communication partielle	20	7.	Abandoned by applicant Abandon de la demande	2
3.	Nothing disclosed (excluded) Aucune communication (exclusion)	0	8.	Treated informally Traitement non officiel	0
4.	Nothing disclosed (exempt) Aucune communication (exemption)	1		TOTAL	49
5.	Transferred Transmission	2			

III Exemptions invoked / Exceptions invoquées

S. Art. 13 (1) (a)	1	S. Art. 16 (1) (a)	2	S. Art. 18 (b)	4	S. Art. 21 (1) (a)	7
(b)	0	(b)	2	(c)	0	(b)	3
(c)	2	(c)	2	(d)	0	(c)	3
(d)	0	(d)	0	S. Art. 19 (1)	18	(d)	2
14	9	S. Art. 16 (2)	11	S. Art. 20 (1) (a)	2	S. Art. 22	0
S. Art. 15 (1) International rel. / Relations inter.	2	S. Art. 16 (3)	0	(b)	3	S. Art. 23	2
Defence / Défense	0	S. Art. 17	3	(c)	2	S. Art. 24	1
Subversive activities / Activités subversives	0	S. Art. 18 (a)	0	(d)	2	S. Art. 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68 (a)	0	S. Art. 69 (1) (c)	1
(b)	0	(d)	0
(c)	0	(e)	1
S. Art. 69 (1) (a)	2	(f)	0
(b)	0	(g)	1

V Completion time / Délai de traitement

30 days or under 30 jours ou moins	35
31 to 60 days De 31 à 60 jours	3
61 to 120 days De 61 à 120 jours	3
121 days or over 121 jours ou plus	8

VI Extensions / Prorogations

	30 days or under 30 jours ou moins	31 days or over 31 jours ou plus
Searching Recherche	0	0
Consultation	1	7
Third party Tiers	1	1
TOTAL	2	8

VII Translations / Traductions

Translations requested Traductions demandées		0
Translations prepared Traductions préparées	English to French De l'anglais au français	0
	French to English Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given Copies de l'original	33
Examination Examen de l'original	0
Copies and examination Copies et examen	1

IX Fees / Frais

Net fees collected Frais net perçus			
Application fees Frais de la demande	235.00 $	Preparation Préparation	0.00 $
Reproduction	107.00 $	Computer processing Traitement informatique	0.00 $
Searching Recherche	172.50 $	TOTAL	514.50 $

Fees waived Frais exonérés ou remboursés	No. of times Nombre de fois	$
25.00 or under 25,00 $ ou moins	23	87.20 $
Over $25.00 Plus de 25,00$	9	1,159.60 $

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	($000)	
Salary Traitement	$	36,233.16
Administration	$	7,525.24
TOTAL	$	43,758.40

Person year utilization (all reasons) Années-personnes utilisées (raisons)	
Person year (decimal format) Années-personnes (nombre décimal)	0.75

Government of Canada | Gouvernement du Canada

REPORT ON THE PRIVACY ACT

RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	Reporting period / Période visée par le rapport
Canada Firearms Centre / Centre des armes à feu Canada	1/4/2006 TO / AU 3/31/2007

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period Reçues pendant la période visée par le rapport	207
Outstanding from previous period En suspens depuis la période antérieure	8
TOTAL	215
Completed during reporting period Traitées pendant la période visée par le rapport	211
Carried forward Reportées	4

II Disposition of requests completed / Dispositions prises à l'égard des demandes traitées

1.	All Disclosed Communication totale	35
2.	Disclosed in part Communication partielle	169
3.	Nothing disclosed (excluded) Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) Aucune communication (exclusion)	1
5.	Unable to process Traitement impossible	4
6.	Abandoned by applicant Abandon de la demande	2
7.	Transferred Transmission	0
TOTAL		211

III Exemptions invoked / Exceptions invoquées

S. Art.	18 (2)	0
S. Art.	19 (1) (a)	0
	(b)	0
	(c)	1
	(d)	0
S. Art.	20	0
S. Art.	21	0
S. Art.	22 (1) (a)	2
	(b)	2
	(c)	0
S. Art.	22 (2)	0
S. Art.	23 (a)	0
	(b)	0
S. Art.	24	0
S. Art.	25	0
S. Art.	26	169
S. Art.	27	4
S. Art.	28	0

IV Exclusions cited / Exclusions citées

S. Art.	69 (1) (a)	0
	(b)	0
	69 (2)	0
S. Art.	70 (1) (a)	0
	(b)	0
	(c)	0
	(d)	0
	(e)	0
	(f)	0

V Completion time / Délai de traitement

30 days or under 30 jours ou moins	206
31 to 60 days De 31 à 60 jours	4
61 to 120 days De 61 à 120 jours	1
121 days or over 121 jours ou plus	0

VI Extensions / Prorogations des délais

	30 days or under 30 jours ou moins	30 days or over 30 jours ou plus
Interference with operations Interruption des opérations	0	0
Consultation	1	0
Translation Traduction	0	0
TOTAL	1	0

VII Translations / Traductions

Translations requested Traductions demandées		0
Translations prepared Traductions préparées	English to French De l'anglais au français	0
	French to English Du français à l'anglais	0

VIII Method of Access / Méthode de consultation

Copies given Copies de l'original	204
Examination Examen de l'original	0
Copies and Examination Copies et examen	0

IX Corrections and notation / Corrections et mention

Corrections requested Corrections demandées	0
Corrections made Corrections effectuées	0
Notation attached Mention annexée	0

X Costs / Coûts

Financial (all reasons) (000) Financiers (raisons)	
Salary Traitement	$ 108,699.47
Administration	$ 22,575.74
TOTAL	$ 131,275.21

Person year utilization (all reasons) Années-personnes utilisées (raisons)	
Person year (decimal format) Années-personnes (nombre décimal)	2.25

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution	CANADIAN SECURITY INTELLIGENCE SERVICE SERVICE CANADIEN DU RESEIGNEMENT DE SÉCURITÉ			Reporting period / Période visée par le rapport 4/1/2006 to/à 3/31/2007	
Source	Media / Médias 62	Academia / Secteur universitatire 5	Business / Secteur commercial 4	Organization / Organisme 0	Public 34

I *Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information*

Received during reporting period / Reçues pendant la période visée par le rapport	105
Outstanding from previous period / En suspens depuis la période antérieure	22
TOTAL	127
Completed during reporting period / Traitées pendant la période visées par le rapport	105
Carried forward / Reportées	22

II *Dispositon of requests completed / Disposition à l'égard des demandes traitées*

1.	All disclosed / Communication totale	2	6.	Unable to process / Traitement impossible	24
2.	Disclosed in part / Communication partielle	56	7.	Abandoned by applicant / Abandon de la demande	2
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	10		TOTAL	105
5.	Transferred / Transmission	11			

III *Exemptions invoked / Exceptions invoquées*

S. Art. 13(1)(a)	40	S. Art 16(1)(a)	2	S. Art. 18(b)	0	S. Art. 21(1)(a)	4
(b)	0	(b)	1	(c)	0	(b)	1
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	0	S. Art. 19(1)	53	(d)	1
S. Art. 14	2	S. Art. 16(2)	1	S. Art. 20(1)(a)	0	S. Art.22	1
S. Art. 15(1) International rel. / Relations interm.	0	S. Art. 16(3)	0	(b)	0	S. Art 23	1
Defence / Défense	66	S. Art. 17	0	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	0	S. Art 26	0

IV *Exclusions cited / Exclusions citées*

S. Art. 68(a)	2	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	1

V *Completion time / Délai de traitement*

30 days or under / 30 jours ou moins	62
31 to 60 days / De 31 à 60 jours	23
61 to 120 days / De 61 à 120 jours	13
121 days or over / 121 jours ou plus	7

VI *Extensions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	12	10
Consultation	5	8
Third party / Tiers	0	0
TOTAL	17	18

VII *Translations / Traduction*

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII *Method of access / Méthode de consultation*

Copies given / Copies de l'original	58
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX *Fees / Frais*

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$525.00	Preparation / Préparation	$0.00
Reproduction	$0.00	Computer processing / Traitement informatique	$0.00
Searching / Recherche	$0.00	TOTAL	$525.00

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	54	$ $361.70
Over $25.00 / De plus de 25 $	6	$ $600.20

X *Costs Coûts*

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 331,00.00
Administration (O and M) / Administration (fonctionnement et maintien)	$ 0.00
TOTAL	$ 331,000.00
Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	5.50

Government of Canada Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	CANADIAN SECURITY INTELLIGENCE SERVICE SERVICE CANADIEN DU RESEIGNEMENT DE SÉCURITÉ	Reporting period / Période visée par le rapport 4/1/2006 to/à 3/31/2007

I *Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels*

Received during reporting period / Reçues pendant la période visée par le rapport	295
Outstanding from previous period / En suspens depuis la période antérieure	28
TOTAL	323
Completed during reporting period / Traitées pendant la période visées par le rapport	267
Carried forward / Reportées	56

II *Disposition of request completed / Disposition à l'égard des demandes traitées*

1.	All disclosed / Communication totale	1
2.	Disclosed in part / Communication partielle	73
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	42
5.	Unable to process / Traitement impossible	151
6.	Abandonned by applicant / Abandon de la demande	0
7.	Transferred / Transmission	0
TOTAL		267

III *Exemptions invoked / Exceptions invoquées*

S. Art. 18(2)	1
S. Art. 19(1)(a)	12
(b)	0
(c)	0
(d)	0
S. Art. 20	0
S. Art. 21	79
S. Art. 22(1)(a)	4
(b)	5
(c)	0
S. Art. 22(2)	1
S. Art. 23 (a)	1
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	61
S. Art. 27	3
S. Art. 28	0

TBS/SCT 350-63 (Rev. 1999/03)

IV *Exclusions cited / Exclusions citées*

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V *Completion time / Délai de traitement*

30 days or under / 30 jours ou moins	204
31 to 60 days / De 31 à 60 jours	51
61 to 120 days / De 61 à 120 jours	12
121 days or over / 121 jours ou plus	0

VI *Extentions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	12	0
Consultation	7	0
Translation / Traduction	0	0
TOTAL	19	0

VII *Translations / Traductions*

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII *Method of access / Méthode de consultation*

Copies given / Copies de l'original	74
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX *Corrections and notation / Corrections et mention*

Corrections requested / Corrections demandées	1
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	1

X *Costs / Coûts*

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 331,000.00
Administration (O and M) / Administration (fonctionnement et maintien)	$ 0
TOTAL	$331,000.00

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	5.50

Government of Canada Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATION

Institution CORRECTIONAL SERVICES CANADA SERVICE CORRECTIONNEL CANADA	Reporting period Période visée par le rapport 4/1/2006 to/à 3/31/2007

Source	Media Médias	Academia Secteur universitaire	Business Secteur commercial	Organization Organisme	Public
	85	8	58	15	345

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period Reçues pendant la période visée par le rapport	511
Outstanding from previous period En suspens depuis la période antérieure	63
TOTAL	574
Completed during reporting period Traitées pendant la période visée par le	524
Carried forward Reportées	50

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed Communication totale	101	6.	Unable to process Traitement impossible	65
2.	Disclosed in part Communication partielle	171	7.	Abandoned by applicant Abandon de la demande	63
3.	Nothing disclosed (excluded) Aucune communication (exclusion)	4	8.	Treated informally Traitement non officiel	0
4.	Nothing disclosed (exempt) Aucune communication (exemption)	16		TOTAL	524
5.	Transferred Transmission	104			

III Exemptions involved / Exemptions

S. Art. 13(1)(a)	0	S. Art. 16(1)(a)	28	S. Art. 18(b)	0	S. Art. 21(1)(a)	32
(b)	0	(b)	0	(c)	0	(b)	21
(c)	3	(c)	12	(d)	0	(c)	4
(d)	5	(d)	42	S. Art. 19(1)	162	(d)	21
S. Art. 14	0	S. Art. 16(2)	2	S. Art. 20(1)(a)	0	S. Art. 22	2
S. Art. 15(1) International rel. Relations intern.	0	S. Art. 16(3)	0	(b)	11	S. Art. 23	10
Defence Défense	0	S. Art. 17	6	(c)	6	S. Art. 24	8
Subversive activities Activités subversives	0	S. Art. 18(a)	1	(d)	4	S. Art. 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	6	S. Art. 69(1)(c)	1
(b)	1	(d)	0
(c)	0	(e)	1
S. Art. 69(1)(a)	2	(f)	0
(b)	0	(g)	4

V Completion time / Délai de traitement

30 days or under 30 jours ou moins	421
31 to 60 days De 31 à 60 jours	73
61 to 120 days De 61 à 120 jours	24
121 days or over 121 jours et plus	6

VI Extensions / Prorogations des délais

	30 days or under 30 jours ou moins	31 days or over 31 jours ou plus
Searching Recherche	12	21
Consultation	24	6
Third party Tiers	2	15
TOTAL	38	42

VII Translations / Traductions

Translations requested Traductions demandées		0
Translations prepared	English to French De l'anglais au français	0
Traductions préparées	French to English Du français à l'anglais	0

VIII Method of access / Méthode de communication

Copies given Copies de l'original	266
Examination Examen de l'original	3
Copies and examination Copies et examen	3

IX Fees / Frais

Net fees collected Frais nets perçus			
Application fees Frais de la demande	$1,645.00	Preparation Préparation	$163.60
Reproduction	$415.00	Computer processing Traitement informatique	$85.00
Searching Recherche	$130.00	TOTAL	$2,438.60

Fees waived Dispense de frais	No. of times Nombre de fois	$
$25.00 or under 25 $ ou moins	90	$456.40
Over $25.00 De plus de 25 $	7	$2,427.20

X Costs / Coûts

Financial (all reasons) Financiers (raisons)	($000)
Salary Traitement	356,182.0
Administration (O and M) Administration (fonctionnement et maintien)	5,285.3
TOTAL	361,467.3

Person year utilization (all reasons) Années-personnes utilisées (raisons)	
Person year (decimal format) Années-personnes (nombre décimal)	6.25

Government of Canada Gouvernement du Canada

REPORT ON THE PRIVACY ACT

RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution CORRECTIONAL SERVICES CANADA SERVICE CORRECTIONNEL CANADA	Reporting period · Période visée par le rapport 4/1/2006 to/à 3/31/2007

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection

Received during reporting period Reçues pendant la période visée par le rapport	7,532
Outstanding from previous period En suspens depuis la période antérieure	518
TOTAL	8,050
Completed during reporting period Traitées pendant la période visée par le	6,700
Carried forward Reportées	1,350

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed Communication totale	2,490
2.	Disclosed in part Communication partielle	2,818
3.	Nothing disclosed (excluded) Aucune communication (exclusion)	3
4.	Nothing disclosed (exempt) Aucune communication (exemption)	36
5.	Unable to process Traitement impossible	1,203
6.	Abandoned by applicant Abandon de la demande	108
7.	Transferred Transmission	42
TOTAL		6,700

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	0
S. Art. 19(1)(a)	20
(b)	6
(c)	182
(d)	506
S. Art. 20	0
S. Art. 21	2
S. Art. 22(1)(a)	991
(b)	669
(c)	306
S. Art. 22(2)	0
S. Art. 23(a)	1
(b)	0
S. Art. 24	690
S. Art. 25	41
S. Art. 26	2,581
S. Art. 27	28
S. Art. 28	0

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	1
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under 30 jours ou moins	3,656
31 to 60 days De 31 à 60 jours	1,794
61 to 120 days De 61 à 120 jours	870
121 days or over 121 jours ou plus	380

VI Extensions / Prorogations des délais

	30 days or under 30 jours ou moins	31 days or over 31 jours ou plus
Interference with operations Interruption des opérations	4	0
Consultation	142	0
Translation Traduction	0	0
TOTAL	146	0

VII Translations / Traductions

Translations requested Traductions demandées		0
Translations prepared Traductions préparées	English to French De l'anglais au français	0
	French to English Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given Copies de l'original	4,862
Examination Examen de l'original	12
Copies and examination Copies et examen	434

IX Corrections and notation / Corrections et mention

Corrections requested Corrections demandées	34
Corrections made Corrections effectuées	2
Notation attached Mention annexée	5

X Costs / Coûts

Financial (all reasons) Financiers (raisons)	($000)
Salary Traitement	1,874,375.0
Administration (O and M) Administration (fonctionnement et maintien)	82,803.7
TOTAL	1,957,178.7
Person year utilization (all reasons) Années-personnes utilisées (raisons)	
Person year (decimal format) Années-personnes (nombre décimal)	30.75

Government of Canada Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution NATIONAL PAROLE BOARD COMMI[illegible] NATIONALE DES LIBÉRATIONS CONDITIONNELLES				Reporting period / Période visée par le rapport 4/1/2006 to/à 3/31/2007	
Source	Media / Médias 4	Academia / Secteur universitaire 0	Business / Secteur commercial 0	Organization / Organisme 1	Public 11

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	15
Outstanding from previous period / En suspens depuis la période antérieure	2
TOTAL	17
Completed during reporting period / Traitées pendant la période visée par le rapport	16
Carried forward / Reportées	1

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1	All disclosed / Communication totale	4	6	Unable to process / Traitement impossible	1
2	Disclosed in part / Communication partielle	6	7.	Abandoned by applicant / Abandon de la demande	3
3	Nothing disclosed (excluded) / Aucune communication (exclusion)	1	8	Treated informally / Traitement non officiel	0
4	Nothing disclosed (exempt) / Aucune communication (exemption)	0		TOTAL	16
5	Transferred / Transmission	1			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	0	S. Art. 16(1)(a)	0	S. Art. 18(b)	0	S. Art. 21(1)(a)	1
(b)	0	(b)	0	(c)	0	(b)	1
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	0	S. Art. 19(1)	5	(d)	1
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art. 22	1
S. Art. 15(1) International rel. / Relations internationales	0	S. Art. 16(3)	0	(b)	1	S. Art. 23	0
Defence / Défense	0	S. Art. 17	0	(c)	1	S. Art. 24	1
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	1	S. Art. 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	13
31 to 60 days / De 31 à 60 jours	2
61 to 120 days / De 61 à 120 jours	1
121 days or over / 121 jours ou plus	0

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	1
Consultation	0	0
Third party / Tiers	0	0
TOTAL	0	1

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	10
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$40.00	Preparation / Préparation	$0.00
Reproduction	$0.00	Computer processing / Traitement informatique	$0.00
Searching / Recherche	$0.00	TOTAL	$40.00
Fees waived / Dispense de frais	No. of times / Nombre de fois	$	
$25.00 or under / 25 $ ou moins	4	$	$20.00
Over $25.00 / De plus de 25 $	0	$	0.00

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)		
Salary / Traitement	$	48,000.0
Administration (O and M) / Administration (fonctionnement et maintien)	$	0.0
TOTAL	$	48,000.0
Person year utilization (all reasons) / Années-personnes utilisées (raisons)		
Person year (decimal format) / Années-personnes (nombre décimal)		1.50

TBS/SCT 350-62 (Rev. 1999/03)

Government of Canada Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution NATIONAL PAROLE BOARD
COMMISSION NATIONALE DES LIBÉRATIONS CONDITIONNELLES

Reporting period / Période visée par le rapport
4/1/2006 to/à 3/31/2007

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	442
Outstanding from previous period / En suspens depuis la période antérieure	30
TOTAL	472
Completed during reporting period / Traitées pendant la période visées par le rapport	445
Carried forward / Reportées	27

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	58
2.	Disclosed in part / Communication partielle	139
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	237
6.	Abandonned by applicant / Abandon de la demande	10
7.	Transferred / Transmission	1
TOTAL		445

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	0
S. Art. 19(1)(a)	4
(b)	1
(c)	35
(d)	68
S. Art. 20	0
S. Art. 21	0
S. Art. 22(1)(a)	45
(b)	16
(c)	4
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	1
S. Art. 24	45
S. Art. 25	0
S. Art. 26	133
S. Art. 27	7
S. Art. 28	1

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	340
31 to 60 days / De 31 à 60 jours	100
61 to 120 days / De 61 à 120 jours	5
121 days or over / 121 jours ou plus	0

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	20	0
Consultation	85	0
Translation / Traduction	0	0
TOTAL	105	0

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	197
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 216,000
Administration (O and M) / Administration (fonctionnement et maintien)	$ 106,000
TOTAL	$ 322,000
Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	3.5

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Institution Canada Border Services Agency/L'agence des services frontaliers du Canada				Reporting period / Période visée par le rapport 2006-04-01 to/à 2007-03-31	
Source	Media / Médias 92	Academia / Secteur universitaire 0	Business / Secteur commercial 51	Organization / Organisme 8	Public 794

I *Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information*

Received during reporting period / Reçues pendant la période visée par le rapport	945
Outstanding from previous period / En suspens depuis la période antérieure	443
TOTAL	1388
Completed during reporting period / Traitées pendant la période visées par le rapport	1064
Carried forward / Reportées	324

II *Disposition of requests completed / Disposition à l'égard des demandes traitées*

1.	All disclosed / Communication totale	180	6.	Unable to process / Traitement impossible	124
2.	Disclosed in part / Communication partielle	566	7.	Abandoned by applicant / Abandon de la demande	160
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	3	8.	Treated informally / Traitement non officiel	1
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	9		**TOTAL**	**1064**
5.	Transferred / Transmission	21			

III *Exemptions invoked / Exceptions invoquées*

S. Art. 13(1)(a)	64	S. Art 16(1)(a)	60	S. Art. 18(b)	0	S. Art. 21(1)(a)	33
(b)	15	(b)	132	(c)	0	(b)	31
(c)	24	(c)	260	(d)	8	(c)	9
(d)	30	(d)	1	S. Art. 19(1)	371	(d)	8
S. Art. 14	4	S. Art. 16(2)	78	S. Art. 20(1)(a)	2	S. Art.22	11
S. Art. 15(1) International rel. / Relations interm.	70	S. Art. 16(3)	1	(b)	10	S. Art 23	33
Defence / Défense	28	S. Art. 17	4	(c)	10	S. Art. 24	53
Subversive activities / Activités subversives	77	S. Art. 18(a)	4	(d)	2	S. Art 26	3

IV *Exclusions cited / Exclusions citées*

S. Art. 68(a)	10	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	1	(f)	0
(b)	0	(g)	7

V *Completion time / Délai de traitement*

30 days or under / 30 jours ou moins	261
31 to 60 days / De 31 à 60 jours	127
61 to 120 days / De 61 à 120 jours	173
121 days or over / 121 jours ou plus	503

VI *Extensions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	17	61
Consultation	44	18
Third party / Tiers	4	0
TOTAL	65	79

VII *Translations / Traduction*

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII *Method of access / Méthode de consultation*

Copies given / Copies de l'original	745
Examination / Examen de l'original	1
Copies and examination / Copies et examen	0

IX *Fees / Frais*

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	3,180.00	Preparation / Préparation	0.00
Reproduction	90.00	Computer processing / Traitement informatique	0.00
Searching / Recherche	30.00	**TOTAL**	3,300.00

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	504	$ **3,887.20**
Over $25.00 / De plus de 25 $	254	$ **19,298.60**

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X *Costs Coûts*

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ **982,676**
Administration (O and M) / Administration (fonctionnement et maintien)	$ **822,441**
TOTAL	$ **1,805,117**
Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	**15.49**

Institution	Reporting period / Période visée par le rapport
Canada Border Services Agency/L'agence des services frontaliers du Canada	2006-04-01 to/à 2007-03-31

I *Requests under the Privacy Act /*
a Loi sur la protection
rsonnels

Received during reporting period / Reçues pendant la période visée par le rapport	705
Outstanding from previous period / En suspens depuis la période antérieure	425
TOTAL	1130
Completed during reporting period / Traitées pendant la période visées par le rapport	702
Carried forward / Reportées	428

II *Disposition of request completed / Disposition à l'égard des demandes traitées*

1.	All disclosed / Communication totale	44
2.	Disclosed in part / Communication partielle	398
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	1
5.	Unable to process / Traitement impossible	54
6.	Abandonned by applicant / Abandon de la demande	205
7.	Transferred / Transmission	0
TOTAL		702

III *Exemptions invoked / Exceptions invoquées*

S. Art. 18(2)	0
S. Art. 19(1)(a)	47
(b)	13
(c)	24
(d)	58
S. Art. 20	1
S. Art. 21	112
S. Art. 22(1)(a)	57
(b)	297
(c)	12
S. Art. 22(2)	5
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	293
S. Art. 27	12
S. Art. 28	0

IV *Exclusions cited / Exclusions citées*

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V *Completion time / Délai de traitement*

30 days or under / 30 jours ou moins	100
31 to 60 days / De 31 à 60 jours	75
61 to 120 days / De 61 à 120 jours	118
121 days or over / 121 jours ou plus	409

VI *Extentions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	9	0
Consultation	39	1
Translation / Traduction	0	0
TOTAL	48	1

VII *Translations / Traductions*

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII *Method of access / Méthode de consultation*

Copies given / Copies de l'original	441
Examination / Examen de l'original	0
Copies and examination / Copies et examen	1

IX *Corrections and notation / Corrections et mention*

Corrections requested / Corrections demandées	5
Corrections made / Corrections effectuées	3
Notation attached / Mention annexée	2

X *Costs / Coûts*

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 655,117
Administration (O and M) / Administration (fonctionnement et maintien)	$ 548,294
TOTAL	$ 1203,411
Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	10.33

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution Office of the Inspector General of CSIS / Bureau de l'Inspecteur général du SCRS				Reporting period / Période visée par le rapport 2006 04 01 - 2007 03 31	
Source	Media / Médias 1	Academia / Secteur universitaire 0	Business / Secteur commercial 1	Organization / Organisme 0	Public 0

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	2
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	2
Completed during reporting period / Traitées pendant la période visée par le rapport	2
Carried forward / Reportées	0

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	0	6.	Unable to process / Traitement impossible	0
2.	Disclosed in part / Communication partielle	2	7.	Abandoned by applicant / Abandon de la demande	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0		TOTAL	2
5.	Transferred / Transmission	0			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	0	S. Art. 16(1)(a)	0	S. Art. 18(b)	0	S. Art. 21(1)(a)	1
(b)	0	(b)	0	(c)	0	(b)	0
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	0	S. Art. 19(1)	0	(d)	0
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art. 22	0
S. Art. 15(1) International rel. / Relations internat.	0	S. Art. 16(3)	0	(b)	0	S. Art. 23	0
Defence / Défense	2	S. Art. 17	0	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	2	S. Art. 18(a)	0	(d)	0	S. Art. 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	0
31 to 60 days / De 31 à 60 jours	2
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	0
Consultation	1	1
Third party / Tiers	0	0
TOTAL	1	1

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	2
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$10.00	Preparation / Préparation	0
Reproduction	0	Computer processing / Traitement informatique	0
Searching / Recherche	0	TOTAL	$10.00

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	0	$ 0
Over $25.00 / De plus de 25 $	0	$ 0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 2100
Administration (O and M) / Administration (fonctionnement et maintien)	$ 200
TOTAL	$ 2300
Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	0.03

TBS/SCT 350-62 (Rev. 1999/03)

Government of Canada Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution Office of the Inspector General of CSIS / Bureau de l'Inspecteur général du SCRS	Reporting period / Période visée par le rapport 2006 04 01 – 2007 03 31

I *Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels*

Received during reporting period / Reçues pendant la période visée par le rapport	3
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	3
Completed during reporting period / Traitées pendant la période visée par le rapport	3
Carried forward / Reportées	0

II *Disposition of request completed / Disposition à l'égard des demandes traitées*

1.	All disclosed / Communication totale	0
2.	Disclosed in part / Communication partielle	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	3
6.	Abandoned by applicant / Abandon de la demande	0
7.	Transferred / Transmission	0
TOTAL		3

III *Exemptions invoked / Exceptions invoquées*

S. Art. 18(2)	0
S. Art. 19(1)(a)	0
(b)	0
(c)	0
(d)	0
S. Art. 20	0
S. Art. 21	0
S. Art. 22(1)(a)	0
(b)	0
(c)	0
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	0
S. Art. 27	0
S. Art. 28	0

IV *Exclusions cited / Exclusions citées*

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V *Completion time / Délai de traitement*

30 days or under / 30 jours ou moins	3
31 to 60 days / De 31 à 60 jours	0
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI *Extensions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	0	0
Consultation	0	0
Translation / Traduction	0	0
TOTAL	0	0

VII *Translations / Traductions*

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII *Method of access / Méthode de consultation*

Copies given / Copies de l'original	0
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX *Corrections and notation / Corrections et mention*

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X *Costs / Coûts*

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 1400
Administration (O and M) / Administration (fonctionnement et maintien)	$ 0
TOTAL	$ 1400
Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	0.02

TBS/SCT 350-63 (Rev. 1999/03)

Government of Canada Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution RCMP External Review Committee / Comité externe d'examen de la GRC				Reporting period / Période visée par le rapport 2006-2007	
Source	Media / Médias 1	Academia / Secteur universitaire 0	Business / Secteur commercial 2	Organization / Organisme 1	Public 6

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	10
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	10
Completed during reporting period / Traitées pendant la période visée par le rapport	10
Carried forward / Reportées	0

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	1	6.	Unable to process / Traitement impossible	0
2.	Disclosed in part / Communication partielle	0	7.	Abandoned by applicant / Abandon de la demande	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0	TOTAL		10
5.	Transferred / Transmission	9			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	0	S. Art. 16(1)(a)	0	S. Art. 18(b)	0	S. Art. 21(1)(a)	0
(b)	0	(b)	0	(c)	0	(b)	0
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	0	S. Art. 19(1)	0	(d)	0
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art. 22	0
S. Art. 15(1) International rel. / Relations internat.	0	S. Art. 16(3)	0	(b)	0	S. Art. 23	0
Defence / Défense	0	S. Art. 17	0	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	0	S. Art. 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	9
31 to 60 days / De 31 à 60 jours	1
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	0
Consultation	0	1
Third party / Tiers	0	0
TOTAL	0	1

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	1
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	20	Preparation / Préparation	0
Reproduction	0	Computer processing / Traitement informatique	0
Searching / Recherche	0	TOTAL	20

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	0	$ 0
Over $25.00 / De plus de 25 $	0	$ 0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 2000
Administration (O and M) / Administration (fonctionnement et maintien)	$ 200
TOTAL	$ 2200
Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	.5

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Government of Canada Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	Reporting period / Période visée par le rapport
RCMP External Review Committee / Comité externe d'examen de la GRC	2006-2007

I *Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels*

Received during reporting period / Reçues pendant la période visée par le rapport	3
Outstanding from previous period / En suspens depuis la période antérieure	1
TOTAL	4
Completed during reporting period / Traitées pendant la période visée par le rapport	4
Carried forward / Reportées	0

II *Disposition of request completed / Disposition à l'égard des demandes traitées*

1.	All disclosed / Communication totale	0
2.	Disclosed in part / Communication partielle	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	1
6.	Abandoned by applicant / Abandon de la demande	0
7.	Transferred / Transmission	3
TOTAL		4

0

III *Exemptions invoked / Exemptions invoquées*

S. Art. 18(2)	0
S. Art. 19(1)(a)	0
(b)	0
(c)	0
(d)	0
S. Art. 20	0
S. Art. 21	0
S. Art. 22(1)(a)	0
(b)	0
(c)	0
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	0
S. Art. 27	0
S. Art. 28	0

IV *Exclusions cited / Exclusions citées*

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V *Completion time / Délai de traitement*

30 days or under / 30 jours ou moins	4
31 to 60 days / De 31 à 60 jours	0
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI *Extensions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	0	0
Consultation	0	0
Translation / Traduction	0	0
TOTAL	0	0

VII *Translations / Traductions*

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII *Method of access / Méthode de consultation*

Copies given / Copies de l'original	0
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX *Corrections and notation / Corrections et mention*

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X *Costs / Coûts*

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 500
Administration (O and M) / Administration (fonctionnement et maintien)	$ 50
TOTAL	$ 550
Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	05

TBS/SCT 350-63 (Rev. 1999/03)

Government of Canada Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution COMMISSION FOR PUBLIC COMPLAINTS AGAINST THE RCMP / COMMISSION DES PLAINTES DU PUBLIC CONTRA LA GENDARMARIE ROYALE DU CANADA				Reporting period / Période visée par le rapport 4/1/2006 to/à 3/31/2007	
Source	Media / Médias 0	Academia / Secteur universitaire 1	Business / Secteur commercial 2	Organization / Organisme 0	Public 7

I *Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information*

Received during reporting period / Reçues pendant la période visée par le rapport	10
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	10
Completed during reporting period / Traitées pendant la période visées par le rapport	8
Carried forward / Reportées	2

II *Dispositon of requests completed / Disposition à l'égard des demandes traitées*

1.	All disclosed / Communication totale	1	6.	Unable to process / Traitement impossible	3
2.	Disclosed in part / Communication partielle	1	7.	Abandoned by applicant / Abandon de la demande	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0		**TOTAL**	8
5.	Transferred / Transmission	3			

III *Exemptions invoked / Exceptions invoquées*

S. Art. 13(1)(a)	0	S. Art 16(1)(a)	0	S. Art. 18(b)	0	S. Art. 21(1)(a)	0
(b)	0	(b)	0	(c)	0	(b)	0
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	0	S. Art. 19(1)	0	(d)	0
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art.22	0
S. Art. 15(1) International rel. / Relations interm.	0	S. Art. 16(3)	0	(b)	0	S. Art 23	0
Defence / Défense	0	S. Art. 17	0	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	0	S. Art 26	0

IV *Exclusions cited / Exclusions citées*

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V *Completion time / Délai de traitement*

30 days or under / 30 jours ou moins	7
31 to 60 days / De 31 à 60 jours	1
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI *Extensions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	0
Consultation	1	1
Third party / Tiers	0	0
TOTAL	1	1

VII *Translations / Traduction*

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII *Method of access / Méthode de consultation*

Copies given / Copies de l'original	2
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX *Fees / Frais*

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$20.00	Preparation / Préparation	$0.00
Reproduction	$0.00	Computer processing / Traitement informatique	$0.00
Searching / Recherche	$0.00	**TOTAL**	$20.00
Fees waived / Dispense de frais		No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins		1	$ $5.00
Over $25.00 / De plus de 25 $		0	$ $0.00

X Costs Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$
Administration (O and M) / Administration (fonctionnement et maintien)	$ 13, 800
TOTAL	$ 13, 800
Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	.60

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REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution COMMISSION FOR PUBLIC COMPLAINTS AGAINST THE RCMP / COMMISSION DES PLAINTES DU PUBLIC CONTRA LA GENDARMARIE ROYALE DU CANADA	Reporting period / Période visée par le rapport 4/1/2006 to/à 3/31/2007

I *Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels*

Received during reporting period / Reçues pendant la période visée par le rapport	13
Outstanding from previous period / En suspens depuis la période antérieure	1
TOTAL	14
Completed during reporting period / Traitées pendant la période visées par le rapport	14
Carried forward / Reportées	0

II *Disposition of request completed / Disposition à l'égard des demandes traitées*

1.	All disclosed / Communication totale	3
2.	Disclosed in part / Communication partielle	5
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	2
6.	Abandonned by applicant / Abandon de la demande	2
7.	Transferred / Transmission	2
TOTAL		14

III *Exemptions invoked / Exceptions invoquées*

S. Art. 18(2)	0
S. Art. 19(1)(a)	0
(b)	0
(c)	1
(d)	0
S. Art. 20	0
S. Art. 21	0
S. Art. 22(1)(a)	0
(b)	0
(c)	0
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	4
S. Art. 27	0
S. Art. 28	0

IV *Exclusions cited / Exclusions citées*

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V *Completion time / Délai de traitement*

30 days or under / 30 jours ou moins	13
31 to 60 days / De 31 à 60 jours	1
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI *Extentions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	0	0
Consultation	2	0
Translation / Traduction	0	0
TOTAL	2	0

VII *Translations / Traductions*

Translations requested / Traductions demandées		0
Translations prepared /	English to French / De l'anglais au français	0
Traductions préparées	French to English / Du français à l'anglais	0

VIII *Method of access / Méthode de consultation*

Copies given / Copies de l'original	8
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX *Corrections and notation / Corrections et mention*

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X *Costs / Coûts*

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$
Administration (O and M) / Administration (fonctionnement et maintien)	$ 9, 200
TOTAL	$ 9, 200
Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	.40

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REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution OCI	Office of the Correctional Investigator			Reporting period / Période visée par le rapport 1 April 2006 to 31 March 2007	
Source	Media / Médias 3	Academia / Secteur universitatire 0	Business / Secteur commercial 2	Organization / Organisme 0	Public 4

I *Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information*

Received during reporting period / Reçues pendant la période visée par le rapport	9
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	9
Completed during reporting period / Traitées pendant la période visées par le rapport	5
Carried forward / Reportées	4

II *Dispositon of requests completed / Disposition à l'égard des demandes traitées*

1.	All disclosed / Communication totale	1	6.	Unable to process / Traitement impossible	1
2.	Disclosed in part / Communication partielle	2	7.	Abandoned by applicant / Abandon de la demande	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0	TOTAL		5
5.	Transferred / Transmission	1			

III *Exemptions invoked / Exceptions invoquées*

S. Art. 13(1)(a)	0	S. Art 16(1)(a)	0	S. Art. 18(b)	0	S. Art. 21(1)(a)	1
(b)	0	(b)	0	(c)	0	(b)	0
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	2	S. Art. 19(1)	2	(d)	0
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art.22	0
S. Art. 15(1) International rel. / Relations interm.	1	S. Art. 16(3)	0	(b)	0	S. Art 23	0
Defence / Défense	0	S. Art. 17	1	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	0	S. Art 26	0

IV *Exclusions cited / Exclusions citées*

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V *Completion time / Délai de traitement*

30 days or under / 30 jours ou moins	3
31 to 60 days / De 31 à 60 jours	1
61 to 120 days / De 61 à 120 jours	1
121 days or over / 121 jours ou plus	0

VI *Extensions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	0
Consultation	3	1
Third party / Tiers	0	0
TOTAL	3	1

VII *Translations / Traduction*

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII *Method of access / Méthode de consultation*

Copies given / Copies de l'original	3
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX *Fees / Frais*

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$35.00	Preparation / Préparation	0
Reproduction	0	Computer processing / Traitement informatique	0
Searching / Recherche	0	TOTAL	$35.00
Fees waived / Dispense de frais		No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins		3	$ $20.20
Over $25.00 / De plus de 25 $		0	$ 0

X **Costs Coûts**

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 14000
Administration (O and M) / Administration (fonctionnement et maintien)	$ 5000
TOTAL	$ 19000
Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	0.6

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REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution OCI — Office of the Correctional Investigator	Reporting period / Période visée par le rapport 1 April 2006 – 31 March 2007

I *Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels*

Received during reporting period / Reçues pendant la période visée par le rapport	11
Outstanding from previous period / En suspens depuis la période antérieure	3
TOTAL	14
Completed during reporting period / Traitées pendant la période visées par le rapport	14
Carried forward / Reportées	0

II *Disposition of request completed / Disposition à l'égard des demandes traitées*

1.	All disclosed / Communication totale	4
2.	Disclosed in part / Communication partielle	7
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	2
6.	Abandonned by applicant / Abandon de la demande	0
7.	Transferred / Transmission	1
TOTAL		14

III *Exemptions invoked / Exceptions invoquées*

S. Art. 18(2)	0
S. Art. 19(1)(a)	0
(b)	0
(c)	0
(d)	1
S. Art. 20	0
S. Art. 21	0
S. Art. 22(1)(a)	3
(b)	0
(c)	2
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	7
S. Art. 27	1
S. Art. 28	0

IV *Exclusions cited / Exclusions citées*

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V *Completion time / Délai de traitement*

30 days or under / 30 jours ou moins	9
31 to 60 days / De 31 à 60 jours	4
61 to 120 days / De 61 à 120 jours	1
121 days or over / 121 jours ou plus	0

VI *Extentions / Prorogations des délais*

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	0	0
Consultation	5	0
Translation / Traduction	0	0
TOTAL	5	0

VII *Translations / Traductions*

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII *Method of access / Méthode de consultation*

Copies given / Copies de l'original	11
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX *Corrections and notation / Corrections et mention*

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X *Costs / Coûts*

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 10000
Administration (O and M) / Administration (fonctionnement et maintien)	$ 2000
TOTAL	$ 12000
Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	.4

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